

STUDENTS' COUNCIL

Tuesday March 23, 2004 – 6:00 PM
Council Chambers 2-1 University Hall

AGENDA (SC 2003-24)

- 2003-24/1 CALL TO ORDER
- 2003-24/2 University of Alberta CHEER SONG "Ring Out a Cheer"
- 2003-24/3 SPEAKER'S BUSINESS
- 2003-24/3a Approval of the March 9, 2004 minutes of Students' Council.
- 2003-24/4 APPROVAL OF THE AGENDA
- 2003-24/5 PRESENTATION AND DISCUSSION
- 2003-24/5a "BEYOND THESE HALLS: The Senate Community Service Recognition Program" – Presented by Sandra Kereliuk with the University of Alberta Senate.
- 2003-24/6 QUESTION PERIOD
- 2003-24/6a SMITH - With regards to the merger of the U of A and Augustana, there are a number of legislative issues posed to the Students' Union, including issues surrounding dedicated fees. My questions:
1. Has the Executive Committee been addressing any of these issues?
 2. If so, when will these issues come to Students' Council?
 3. If so, has the Executive Committee committed anything to any party that it cannot deliver without an act of Students' Council?
- 2003-24/7 APPROVAL OF EXECUTIVE COMMITTEE REPORT (MINUTES)
- Please see document SC 03-24.01
- 2003-24/8 APPROVAL OF STUDENTS' UNION BOARDS AND COMMITTEES REPORTS
- 2003-24/8a 2003-2004 Faculty Association Membership Fee Accountability Report
- Please see document SC 03-24.02
- 2003-24/8b Engineering Students' Society Report

Please see document SC 03-24.03

2003-24/9

OLD BUSINESS

2003-24/9a

PANDYA/BOTTEN MOVED THAT the Financial Affairs Board allocate \$2000.00 to the Students' Council Budget for the purpose of Councilor Outreach based on the following principles:

- a) At his/her discretion, the Speaker will use this budget to reimburse Councilors for expenses pertaining to maintaining and improving Councilor-Constiuent relations
- b) Each Councilor may not exceed an expenditure of \$20.00 per six-month period
- c) Expenditures for general activities meeting the criteria of a) that are not specific to individual Councilors must be approved by a majority vote of Students' Council

2003-24/10

LEGISLATION

2003-24/10a

SMITH/BAZIN MOVED THAT Students' Council upon the recommendation of the Internal Review Board repeal Article XV "Appeal Jurisdiction" of the Students' Union Constitution (first reading).

Please see document SC 03-24.04

2003-24/10b

SMITH/BAZIN MOVED THAT Students Council upon the recommendation of IRB repeal Article VI "Powers Regarding Bylaws" of the Students' Union Constitution (first reading).

Please see document SC 03-24.05

2003-24/10c

BRECTHEL/BAZIN MOVED THAT Students Council upon the recommendation of the Internal Review Board (second reading):

- a) adopt new bylaw 1500 "Judiciary of the Students' Union Bylaw"
- b) repeal bylaw 1200 "Discipline, Interpretation and Enforcement (D.I.E.) Board of the Students' Union"
- c) repeal bylaw 1300 "A Bylaw Respecting the Students' Council Appeal Advisory Board of the Students' Union"

Please see document SC 03-24.06

Please see document SC 03-24.07

Please see document SC 03-24.08

2003-24/10d

BRECHTEL/SMITH MOVED THAT Students' Council, upon the recommendation of the Internal Review Board (second reading):

- a) Amend By-law 3200 "The Honoraria and Salaries Bylaw"
- b) Amend By-law 5400 "The Nominating Committee Bylaw"
- c) Amend By-law 7000 "Student Services Bylaw"
- d) Amend By-law 9100 "A Bylaw Respecting the Involvement Recognition Awards of the Students' Union".
- e) Repeal bylaw 3000 "Strategic and Business Planning Bylaw"
- f) Repeal bylaw 3400 "Executive Coordinators Bylaw"
- g) Repeal bylaw 5100 "Campus Crime Stoppers Bylaw"
- h) Repeal bylaw 5300 "Gold Key Selection Committee"

- i) Repeal bylaw 5500 "Programming Committee Bylaw"
- j) Repeal bylaw 7150 "Newspaper Bylaw"
- k) Repeal bylaw 8200 "Council of Faculty Associations Bylaw"
- l) Repeal bylaw 8500 "General Faculties Council Student Caucus Bylaw"
- m) Repeal bylaw 8600 "Residents' Association Bylaw"
- n) Repeal bylaw 9200 "Award for Leadership in Undergraduate Teaching bylaw"

Please see document SC 03-24.09
 Please see document SC 03-24.10
 Please see document SC 03-24.11
 Please see document SC 03-24.12
 Please see document SC 03-24.13
 Please see document SC 03-24.14
 Please see document SC 03-24.15
 Please see document SC 03-24.16
 Please see document SC 03-24.17
 Please see document SC 03-24.18
 Please see document SC 03-24.19
 Please see document SC 03-24.20
 Please see document SC 03-24.21
 Please see document SC 03-24.22

2003-24/10e

WUDARCK/SMITH MOVED THAT Students' Council upon the recommendation of the Internal Review Board amend Bylaw 100 "A Bylaw Respecting the Students' Council" (second reading).

Please see document SC 03-24.23

2003-24/10f

WUDARCK/SMITH MOVED THAT Students' Council upon the recommendation of the Internal Review Board amend Bylaw 100 "A Bylaw Respecting the Students' Council" (second reading).

Please see document SC 03-24.24

2003-24/10g

PANDYA/SMITH MOVED THAT Students' Council upon the recommendation of the Committee for Council Reform and Progress and the Internal Review Board (second reading):

- a) Amend Bylaw 100 "A Bylaw Respecting the Students' Council";
- b) Amend Bylaw 3200 "The Honoraria and Salaries Bylaw"
- c) Amend Bylaw 5400 "The Nominating Committee Bylaw"
- d) Repeal Bylaw 200 "A Bylaw Respecting the Changeover Meeting of the Students' Council";
- e) Repeal Bylaw 300 "A Bylaw Respecting the Officers of Students' Council".

Please see document SC 03-24.25
 Please see document SC 03-24.26
 Please see document SC 03-24.27
 Please see document SC 03-24.28
 Please see document SC 03-24.29

2003-24/10h

LO/BAZIN MOVE THAT Students' Council upon the recommendation of the Internal Review Board (second reading):

- a) adopt new Bylaw 8350 "Faculty Association Bylaw";
- b) repeal Bylaw 8300 "A Bylaw Respecting the Faculty Associations".

Please see document SC 03-24.30

Please see document SC 03-24.31

2003-24/10i

BOTTEN/BRECHTEL MOVED THAT Students' Council (first reading):

- (1) Repeal Legislation respecting the Financial Affairs Board and the Internal Review Board;
- (2) Pass new legislation creating a Budget Committee and a Legislation Drafting Committee;
- (3) The Budget Committee will:
 - (a) Be responsible for preparation of a preliminary budget for the upcoming fiscal year and a final budget for the current fiscal year;
 - (b) Be composed of the Vice-President Operations & Finance as Chair, six voting faculty members from Students' Council;
 - (c) Have a recording secretary appointed by the chair;
 - (d) Chair may select a designee for any meeting they can not attend, and in the absence of a designee the committee shall select an alternate Chair for that meeting;
 - (e) Quorum of any meeting will be four (4) members.
- (4) The Legislative Drafting Committee will:
 - (a) Perform an ongoing review of SU legislation and be empowered to make, without reference to Students' Council, editorial, non-substantive revisions;
 - (b) Be responsible for Drafting changes to Students' Union legislation in accordance with the directions set out in the standing orders of Students' Council;
 - (c) Be composed of the President or designate as chair, six voting faculty representatives from Students' Council, and the Speaker as a non-voting member who will serve as a primary draftsman of the committee;
 - (d) Chair may select a designee for any meeting they can not attend, and in the absence of a designee the committee shall elect an alternate Chair for that meeting;
 - (e) The Speaker will serve as the secretary of the committee unless an alternate secretary is appointed by the Chair;
 - (f) Quorum of any meeting will be four (4) members.

2003-24/10j

BRECHTEL/BAZIN MOVED THAT IRB recommend to Students' Council that they rescind Bylaw 500 (notice of motion/first reading).

Please see document SC 03-24.32

2003-24/10k

KOTOVYCH MOVES THAT the Undergraduate Board of Governors Representative be afforded the same opportunity as Councilors to serve as a voting member on committees of Students' Council (notice of motion/first reading).

2003-24/10l

SAMUEL/LO MOVED THAT, upon the joint recommendation of the External Affairs Board and the Academic Affairs Board, adopt the proposed political policy on Tuition Levels and Regulation (first reading).

Please see document SC 03-24.33

2003-24/10m

ABBOUD MOVES THAT Students' Council approve the following amendments to the Political Policy on Garneau (first reading).

WHEREAS the Garneau region, and East Campus Village community at present provide a unique environment for low-density student housing;

WHEREAS this unique environment could conceivably be threatened by University expansion into the Garneau region, or University development in East Campus Village

WHEREAS the "Heritage Assessment Study" has identified North Garneau as "an important and historically significant neighbourhood"; including 9 homes on the City's Historical Register of Homes.

WHEREAS an additional 43 homes in the area have been evaluated as "above average" or "excellent" for their Historical Associations or Historical Patterns.

WHEREAS alternative exist for the University, making expansion into the Garneau region, and extensive redevelopment in East Campus Village, unnecessary; and

WHEREAS the Students' Union, University of Alberta recognizes the necessity for expansion to meet the needs of students in the form of increased affordable housing and accessibility to University facilities;

BE IT RESOLVED THAT the Students' Union, University of Alberta, oppose any University of Alberta expansion into the Garneau Region, or development in the East Campus Village Community, where that expansion would threaten the current unique environment,

BE IT FURTHER RESOLVED THAT the Students' Union, University of Alberta, strongly urge the University of Alberta to explore alternative options to meet student needs in housing and facilities.

BE IT FURTHER RESOLVED THAT the Students' Union, University of Alberta, strongly urge the University of Alberta to draft, and implement a preservation plan for the homes identified as having "above average" or better Historical Associations or Historical Patterns, and

BE IT FURTHER RESOLVED THAT the Students' Union, University of Alberta, oppose any plans of University expansion that conflict with the findings of the "Heritage Assessment Study."

2003-24/11

NEW BUSINESS

2003-24/11a

SMITH/BAZIN MOVED THAT Students' Council upon the recommendation of the Committee for Council Reform and Progress and the Internal Review Board amend the Standing Orders of Students Council.

Please see document SC 03-24.34

2003-24/11b

LO/SAMUEL MOVED THAT the Executive Committee recommend to Students' Council that it direct the Chief Returning Officer to conduct a by-election for: one (1) representative from the Faculty of Agriculture, Forestry & Home Economics on Students' Council and one (1) representative from the Faculty of Agriculture, Forestry & Home Economics on the General Faculties Council to be completed no later than 30 April, 2004.

2003-24/12

REPORTS

2003-24/13

INFORMATION ITEMS

2003-24/14

ANNOUNCEMENTS

2003-24/15
2003-24/15a

ROLL CALL
Next Council Meeting

UPCOMING
COUNCIL
MEETINGS

April 6, 2004
April 20, 2004

2003-24/16

ADJOURNMENT

STUDENTS' COUNCIL

Tuesday March 9, 2004 – 6:00 pm
Council Chambers 2-1 University Hall

ATTENDANCE (SC 2003-23)

Faculty/Position	Name	Present/ absent
President	Mat Brechtel	√
VP Academic	Janet Lo	√
VP External	Chris Samuel	√
VP Finance	Tyler Botten	√
VP Student Life	Jadene Mah	√
BoG Undergrad Rep.	Roman Kotovych	√
Residence Halls Association	Kyla Rice	X
U of A Athletics Board Executive Officer	Kevin Petterson	√
Arts	Alex Abboud	√
Arts	Chris Bolivar	√
Arts	Erin Kelly	√
Arts	James Knull	√
Arts	Chris Laver	√
Arts	Terra Melnyk	√
Arts	Vivek Sharma	X
Arts	Heather Wallace	√
Arts	Paul Welke	√
Business	Adam Cook	√

Business	Steve Smith	√
Education	Allison Ekdahl	√
Education	Christine Wudarck	√
Engineering	Josh Bazin	√
Engineering	Cole Nychka	√
Engineering	Paige Smith	X
Engineering	Nicholas Tam	PROXIE
Engineering	David Wepler	√
Law	Dean Hutchison	PROXIE
Medicine & Oral Health Science	Alyson Jubber	√
Native Studies (School of)	Matthew Wildcat	√
Pharmacy	Erica Skopac	√
Physical Education	Holly Higgins	√
Rehabilitation Medicine	Sarah Booth	X
Faculté Saint-Jean	Zita Dube	√
Science	Matthew Eaton	X
Science	Adam Demaniuk	√
Science	Justin Kehoe	√
Science	Steven Kirkham	√
Science	Shawna Pandya	√
Science	Duncan Taylor	√
President Athletics		
General Manager	Bill Smith	X
Speaker	Gregory Harlow	√
Recording Secretary	Chris Henderson	√

MINUTES (SC 2003-23)

2003-23/1

CALL TO ORDER

2003-23/2

University of Alberta CHEER SONG "Ring Out a Cheer"

2003-23/3**SPEAKER'S BUSINESS**

The Chair begins the evening by congratulating all of those in council who ran in the general election. He then proceeded to congratulate the incoming Executive Committee.

Welke presents Students' Council with a ceremonial mace. This being Councilor **Welke's** final meeting, he has decided to present council with a gift. Councillor **Welke** will be resigning his seat in order to serve a tour in Bosnia with NATO.

TAYLOR/PANDYA MOVE THAT Kirkham and Demaniuk to be appointed as Science Councilors for the remainder of the 2003-2004 academic year.

CARRIED

(Councilors **Wallace** and **Hutchison** have their abstentions noted)

TAYLOR/BRECHTEL MOVE THAT Jubber to be appointed as the Medicine/Dentistry for the remainder of the 2003-2004 academic year.

CARRIED

(Councilors **Wallace** and **Hutchison** have their abstentions noted)

Ekdhal is appointed as the Councilor for the Student Life Committees.

Weppler is appointed as the Councilor for the Academic Affairs Board.

2003-23/3a

Approval of the January 27, 2004 Minutes of Students' Council.

KOTOVYCH/EKDAHL MOVE TO approve the January 27, 2004 minutes.

CARRIED**2003-23/3b**

Approval of the February 3, 2004 Minutes of Students' Council.

BAZIN/TAYLOR MOVE TO approve the February 3, 2004 minutes.

CARRIED**2003-23/4****APPROVAL OF THE AGENDA**

KOTOVYCH/BAZIN MOVE TO approve the agenda.

Lo withdraws item #10h.

LO/BOTTEN MOVE TO include item #8c.
The Chair accepts the motion.

Weppler moves to add the presentation "Whip Cream Justice"

CARRIED**AGENDA CARRIED**

2003-23/5

PRESENTATION AND DISCUSSION

Weppler presents 'Whip Cream Justice'.

Senate presentation "Beyond These Halls" is cancelled.

2003-23/6

QUESTION PERIOD

WALLACE – A constituent of mine has told me that they cannot get prescriptions filled on Saturdays or after five. This means that they cannot get the subsidized prescription. Is there any way that they could stay open longer so that students can take advantage of this more fully?

BOTTEN – I don't see that happening, but I will look into it. This is the status quo for when the Pharmacy was not in the Bookstore.

WALLACE – What are the miscellaneous items listed in the budget? What exactly does miscellany entail?

BRECHTEL – That accounts for economies of scale. Things like if the ad prices in the Gateway went up or something like that.

SMITH – Did the President threaten the AMMS of UBC with litigation?

BRECHTEL – No, I cannot recall doing such a thing.

KOTOVYTCH – I am of the understanding that we budget for liquor on the SU changeover retreat. Doesn't this contravene standing policies on the purchase of liquor.

BRECHTEL – No, we have an exemption in our liquor policies for the retreat.

2003-23/6a

SMITH - One February 7, a number of U of A students (including some Valued Constituents of mine) were making merry in the Room At The Top, whose posted Saturday hours are 3 pm to 3 am. At 1 am, they were advised that RATT was closing. My question is as follows: who has the discretion to close RATT earlier than its posted closing time, and on what basis is that decision to be made?

Please see document SC 03-23.01

2003-23/6b

SMITH - Could Students' Council receive a breakdown of how the ten thousand dollars illegally transferred from the Project Reserve to the Operating Budget for the Tuition Campaign was spent?

Please see document SC 03-23.02

2003-23/6c

SMITH - In the Spring of 2003, a motion to remove the Video Information Display System (VIDS) monitors from SUB was struck from the Executive Committee report by Students' Council. The rationale of those favouring striking it - including then Vice President (Academic) and current President Mat Brechtel, then Science Councilor and current Vice President (External) Chris Samuel, and then Education Councilor and current Vice President (Academic) Janet Lo - was that the monitors could be made useful without significant capital or operational expense. Since this Executive took office, the untrained eye would conclude that there has been no action at relating to the VIDS monitors. My question is as follows: is this assessment correct, and will this change before this Executive leaves office?

Please see document SC 03-23.01

2003-23/7**APPROVAL OF EXECUTIVE COMMITTEE REPORT**

BRECHTEL/LO MOVE THAT item #6c in the Executive Committee Report be approved separately.

CARRIED

WUDARCK – Why did you change the wording under 'charitable organizations' to a 'registered charities'.

BOTTEN – At the end of the day, all registered charities are charitable organizations. It is an accountability measure to make sure we are supporting legitimate charities.

EXECUTIVE COMMITTEE REPORT APPROVED

LO/BRECHTEL MOVE TO approve item #6c

Lo – This is one of the things that COFA wanted to do to ensure that we are helping to build stronger Faculty Associations. We will be trying to give them the tools to be more effective as student advocates. Faculty Associations will be providing 35 dollars for every 40 dollars we provide.

CARRIED

2003-23/8**APPROVAL OF STUDENTS' UNION BOARDS AND COMMITTEES REPORTS****2003-23/8a**

Council of Faculty Association Report

LO - CoFA moved a motion regarding governance in Faculty Associations. This is for information.

Please see document SC 03-23.04

2003-23/8b

Council Activities Planning and Action Committee – a branch of the Committee for Council Reform and Progress.

BOTTEN - The committee had concern that they had no idea what was going on, so I am presenting this to council.

Please see document SC 03-23.05

2003-23/8c

Awards Selection Committee Report

MAH/SMITH MOVE TO adopt the report.

CARRIED

(Councilors **Lo, Taylor, Petterson, Abboud, Knull, Pandya, Melnyk, Weppler, Higgins, Wudarck** and **Wallace** note their abstentions)

2003-23/9

OLD BUSINESS

None

2003-23/10

LEGISLATION

2003-23/10a

DUBE/WALLACE MOVED THAT Students' Council attendance requirements be eliminated (notice of motion).

DUBE - I believe that it is not the job of this body to keep its members accountable, rather it is the job of the electorate to keep the members of this body accountable. We need better accountability measures of students, we need to look at ourselves in a way that we haven't been before. I think you should get rid of this rule.

Dube/Smith move to read the motion for the first time.

CARRIED

TAM/ABBOUD MOVE THAT attendance requirements not be enforced for the Spring/Summer terms of Students' Council.

Tam – I think that this will solve a number of our problems. I think that councilor Dube's concerns really only apply to the Spring and Summer terms. I think that you should be bound to the commitment that you make in the Fall/Winter terms, but I think we will see many less dismissals with this amendment.

SMITH – I am opposing this amendment because I think that attendance requirements are dumb. If anyone can tell me an effective way of policing attendance, I would like to hear it.

Amendment DEFEATED

KOTOVYTCH – My concern is the issue of being able to achieve quorum. Councilors have not been 'booting' councilors; we have merely been upholding the rules of this body.

WELKE – It is not the job of this body to hold people accountable.

BOTTEN – We can create an effective council without scrapping attendance requirements.

SMITH – I disagree with **Welke**. I think that part of the job of this body is to ensure that we reach quorum.

SAMUEL – We don't have quorum problems, at least not when meetings don't go on for 5 hours at a time. I think that Councilors have a dual responsibility to those that they represent as well as other faculties as a whole. It is completely in our prevue to make sure that our organization is working properly.

Main motion fails to receive a 2/3 majority vote and is DEFEATED
(Vote 17/16/1)

2003-23/10b

DUBE/WALLACE MOVED THAT Students' Council proxies be eliminated.

SMITH/DEMANULK MOVE THAT the motion be read for the first time.

CARRIED

TAYLOR - My problem with eliminating proxies is that we have people who have to work over the summer, and some of us can't get jobs in our field in the city. We nixed that last option and I hope we nix this.

DUBE – Proxies are not accountable to anyone and can really do whatever they please.

ABBOUD - The duty of the elected member sending the proxy is that they are accountable to their constituencies. If someone keeps sending bad proxies, their constituency can hold them accountable. Allowing for proxies has allowed to new people to come into the organization. This is something for the ultimate benefit for the organization we cannot overlook.

Main motion fails to garner a 2/3 majority vote and is DEFEATED
(Vote: 6/25/2)

2003-23/10c

PANDYA/WUDARCK MOVED THAT Students' Council approve the report of the Committee for Council Reform and Progress and amend SU legislation accordingly.

PANDYA - This is the summation of hours of meetings. Bylaws 100, 200 and 300 are all amended here. There would be a budget established by the chair. Motion has been given due notice.

PANDYA/WUDARCK MOVED TO read for a first time is CARRIED

SMOTH/DUBE MOVE TO strike 'When allocation faculties seat, use Full Time equivalents for numbers (3-0).'

BRECHTEL - I was in opposition for this. The reasoning we used for this was that there were more full time students in faculties than part time. The justification for charging PT students less is because they do use our services less. Functionally, a faculty like open studies, they would have a much higher representation on campus than a faculty that is all full time, like Med.

DUBE - The problem with this is that the FSJ doesn't use Students' Union Services. FSJ has it's own services, and this is something that we are trying to rectify. I think that it is a nice idea in principal but not in practice.

SMITH - When we reduce seats in a faculty, because of a high proportion of part-time students, we are also reducing the representation of full-time students.

CARRIED

Smith rises on a point of order.

SMITH - The first two points under proxies and attendance are best left to the committee.

The Chair – Point of order is well taken, and the two points above will be struck from the report.

SMOTH/BAZIN MOVE TO strike the final point under 'Changeover bylaw'.

SMITH - I do not feel that it would be practical to do this.

BOTTEN - I would like to see this meeting go quickly. I would say that having knowledge that this would be the system, the meeting schedule would be adjusted accordingly.

WELKE - This basically allows us to not do our jobs for one meeting.

BRECHTEL - I would pause it to council that is about to lose its mandate the next day as being the one to deal with a last minute issue. This becomes an issue of people being able to plan accordingly. What pressing business could we possibly have that a council that is going to meet in the next hour is beyond me.

DUBE - We have a job to do, and we must do it. I have an issue with having fun on someone else time. I don't think that we should deal with anything substantive, but it shouldn't be legislated.

CARRIED
(Vote: 14/13/0)

ABBOUD/BAZIN MOVE TO strike Possible Amendments to CRAP Report.

ABBOUD – If you are going to make an elected speaker, you must make the speaker elected from one of your own. This would be the first of this order of the council. Then the speaker would enjoy a majority of confidence from the council. As well, we will introduce a clerk of Students' Council. Aiding in the drafting of legislation. We have been trying to empower council in a number of ways.

WELKE MOVES THAT 'selected' will be changed to 'nominated'.

FRIENDLY

DEFEATED
(Vote: 9/18/0)

Main Motion CARRIED
(Vote: 19/3/0)

2003-23/10d

Samuel/Botten move that Students' Council redefine it's political policy structure based on the following principles (notice of motion):

- 1.) That there be two separate levels of political policy.
- 2.) That there be a clear separation between the two levels of policy.
- 3.) That one of the levels of policy would be reserved for broad, long-term principles.
- 4.) That the other level of policy would be reserved for situational and more specific principles.
- 5.) That any policy referred to in 4.) cannot contravene a policy in 3.)

SAMUEL - One of the remaining tasks is to do a policy rewrite and make sure that everything that we have on policy are in accordance with students wants. Policies are meant to be a voice, a reflection of what they want. It would also seem to me that we should delineate between goals of greater and lesser importance. If the policy is supposed to be the voice of our students, it can be monotone, or we can create a situation were we can prioritize principals. We can have values that are more deeply enshrined, but at the same time, you can have situational policies. I think there is value in that.

SMITH/BAZIN MOVE THAT the motion be read for the first time.

CARRIED

SMITH - Policy inflection is not delivered by how many levels we have, but in how our exec committee delivers them. We should be moving to greater simplicity in our political policy.

SAMUEL - I would argue that political policy as a message of content to the public, but they also serve as a direction for our executive. Right now, you have these policies that don't do much. I feel that it offers us some kind of institutional memory for the more green members of Exec committee. In terms of the exec members, having this delineation will allow them to have a better direction to decide what kind of direction that they want to plan their year in. We want to strive for simplicity.

WEPLER/PANDYA MOVE TO add to point #4 "...And will expire on April 30th".

WEPLER – By virtue of the type of issue like the ENGCOMP 110 thing, that policy is redundant at the end of the year. But it allows us to draft longstanding policy and short ones too.

CARRIED

Main motion lacks a 2/3 majority vote and is DEFEATED
(Vote: 11/13/0)

LO/BAZIN MOVE THAT Students' Council adopt a bylaw concerning Faculty Associations in accordance with the recommended principles.

LO - One of my goals was to do better with FA's. FA's are a little bit different than a student group because every student is represented. This was approved by all but the ESA.

LO/BAZIN MOVE TO have it read for a first time.

CARRIED

LO - What council would be saying here is that this is what we define as a student group and then this is what we define as a Faculty Association. This is meant to recognize that FA's are a little different.

CARRIED

2003-23/10f

BOTTEN/BRECHTEL MOVE THAT Students' Council (notice of motion):

- (1) Repeal Legislation respecting the Financial Affairs Board and the Internal Review Board;
- (2) Pass new legislation creating a Budget Committee and a Legislation Drafting Committee;

- (3) The Budget Committee will:
- (a) Be responsible for preparation of a preliminary budget for the upcoming fiscal year and a final budget for the current fiscal year;
 - (b) Be composed of the Vice-President Operations & Finance as Chair, six voting faculty members from Students' Council;
 - (c) Have a recording secretary appointed by the chair;
 - (d) Chair may select a designee for any meeting they can not attend, and in the absence of a designee the committee shall select an alternate Chair for that meeting;
 - (e) Quorum of any meeting will be four (4) members.
- (4) The Legislative Drafting Committee will:
- (a) Perform an ongoing review of SU legislation and be empowered to make, without reference to Students' Council, editorial, non-substantive revisions;
 - (b) Be responsible for Drafting changes to Students' Union legislation in accordance with the directions set out in the standing orders of Students' Council;
 - (c) Be composed of the President or designate as chair, six voting faculty representatives from Students' Council, and the Speaker as a non-voting member who will serve as a primary draftsman of the committee;
 - (d) Chair may select a designee for any meeting they can not attend, and in the absence of a designee the committee shall elect an alternate Chair for that meeting;
 - (e) The Speaker will serve as the secretary of the committee unless an alternate secretary is appointed by the Chair;
 - (f) Quorum of any meeting will be four (4) members.

BOTTEN - This motion comes right out of Committee reform. When an org review was done in 1995, 5 boards were created. The Financial Affairs Board is only enacted when someone needs a budget approved. Internal review has done more than it should have this year. I would have it renamed as the Legislative Drafting Committee, as that is exactly its purpose. The first two boards tend to respond in a reactive way rather than a proactive way.

BOTTEN/KOTOYVYCH MOVE TO have it read for the first time.

CARRIED

Samuel/Smith move that 4c read 'be composed of 7 voting members of Students' Council.

SAMUEL - I think that more often than not we elect presidents that are bad legislative drafters and I do not feel that they should have any place on legislative drafting committee. I don't think that being president of the Students' Union will allow you to be a better legislative drafting.

SMITH/DUBE MOVE TO postpone this motion.

SMITH - I think that I need some time to hash this out with the mover.

CARRIED – Item is postponed.

2003-23/10g

SAMUEL/LO MOVE THAT Students' Council, upon the joint recommendation of the External Affairs Board and the Academic Affairs Board, rescind the political policies; "Post-Secondary Education Funding Cutbacks", "Tuition Deregulation", "Tuition Authority", "Alberta's Tuition Policy", "Post-Secondary Learning Act", "Tuition Policy", and "Tuition Levels and Regulation".

CARRIED
(Unanimous Consent)

2003-23/11

NEW BUSINESS

BOTTEN/BRECHTEL MOVES TO make 11b a Special Order.

CARRIED

2003-23/11b

BOTTEN/BAZIN MOVE THAT Students' Council approve the proposal for changes to the Students' Union payroll system and the necessary budget changes reflected therein.

BOTTEN - The report aims at doing our own payroll so that we can save \$6500 a year. I recommend that we approve this.

CARRIED (with 2/3 majority vote)

WELKE/BAZIN MOVED TO make 11c a Special Order.

CARRIED

2003-23/11c

WELKE/BAZIN MOVE THAT Student's Council amend Standing Order 7.

WELKE - What this will do is that it will allow any councilor to extend any of their speaking privileges to guests.

Dube MOVES THAT the words 'to a member of their constituency' be struck and the words 'a guest' replace them.

FRIENDLY

CARRIED

It would be worth noting that this is the final substantive action initiated by Councilor **Welke** before his resignation.

2003-23/16

ADJOURNMENT

TAYLOR/WALLACE MOVED THAT Students' Council at 9:45 pm.

SMITH/TAYLOR MOVE TO reconsider item 10g.

Chair – Motion will be noted in the minutes and the chair shall rule as to whether or not it is in order at the next meeting of Students' Council.

Executive Committee Report to Students' Council March 23, 2004

1. The following motion was passed at the March 4, 2004, Executive Committee Meeting:

- a. BOTTEN/SAMUEL MOVED THAT the Executive Committee approve the budget transfer of an amount not to exceed \$1,430 from the Contingency Reserve to Department 835 (L'Express) to cover the cost of the parts and labour associated with the replacement of the walk-in fridge compressor

VOTE ON MOTION

5/0/0 CARRIED

- b. SAMUEL/MAH MOVED THAT the Executive Committee approve and expenditure from the Project Reserve in an amount not to exceed \$325.00 for Eugene Brody Day.

VOTE ON MOTION

5/0/0 CARRIED

2. The following motion was passed at the March 11, 2004, Executive Committee Meeting:

- a. BOTTEN/MAH MOVED THAT the Executive Committee approve an amount not to exceed \$1,050.00 from the Contingency Reserve to Department 838 (PowerPlant) for the purchase of a new office printer/fax machine.

VOTE ON MOTION

4/0/0 CARRIED

- b. BRECHTEL/BOTTEN MOVED THAT the Executive Committee appoint Jadene Mah as the Students' Union Representative on the Chancellor Search Committee.

VOTE ON MOTION

3/0/1(MAH) CARRIED

3. The following motion was passed at the March 16, 2004, Executive Committee Meeting:

- a. LO/SAMUEL MOVED THAT the Executive Committee recommend to Students' Council that it direct the Chief Returning Officer to conduct a by-election for: one (1) representative from the Faculty of Agriculture, Forestry & Home Economics on Students' Council and one (1) representative from the Faculty of Agriculture, Forestry & Home Economics on the General Faculties Council to be completed no later than 30 April, 2004.

VOTE ON MOTION

(5/0/0) CARRIED

2003-2004 Faculty Association Membership Fee Accountability Report

Group	Fall 2003	Funding Provided Winter 2004	Total	Total cost of supported activities
<u>Clubs</u>				
Chemical	334.24	<See report>	334.24	334.24
Civil	369.63	<See report>	369.63	2,000.00
Computer	329.29	<See report>	329.29	443.87
Electrical	436.15	<See report>	436.15	436.15
Engineering Physics	154.49	<See report>	154.49	154.49
First Year	622.27	<See report>	622.27	1,023.88
Materials	159.45	<See report>	159.45	317.89
Mechanical	505.50	<See report>	505.50	1,255.89
Mining	208.98	<See report>	208.98	231.98
<u>Engineering Students' Society</u>				
Conferences and Competitions	1,092.00	1,092.00	2,184.00	9,376.25
Engineering Week	1,560.00	1,560.00	3,120.00	4,640.41
First Year Welcome Activities	780.00	780.00	1,560.00	1,591.84
Handbooks	1,248.00	1,248.00	2,496.00	8,527.90
WESST and CFES fees	717.60	717.60	1,435.20	1,535.75
Refund mechanism (through ESS)	37.30	37.30	74.60	74.60
<u>Student Vehicle Projects</u>				
ARVP				4,850.00
Clean Snowmobile Challenge				4,000.00
Formula				4,850.00
Future Truck				4,140.00
TOTAL	11,674.90	8,554.90	20,229.80	49,785.14

FAMF as percentage of total funding for projects supported

41%

FAMF Financial Accountability

Group: Chemical Engineering Club
Submitted by: Vikram Sierra
Date: 9-Mar-04

Funding received:

Fall 2003
Winter 2004 \$ 334.24

Total received \$ 334.24

Activities supported:

First Year Info. Night
Pizza \$ 334.24
\$ -
\$ -
Subtotal Activity 1 \$ 334.24

Total supported: \$ 334.24

Total amount to return: \$ -

FAMF Financial Accountability

Group: Civil Engineering Students' Society
Submitted by: Sylwester Zagaj
Date: 5-Mar-04

Funding received:

Fall 2003 \$ 369.63
Winter 2004 \$ -

Total received \$ 369.63

Activities supported:

GNCTR
- general support \$ 2,000.00

Subtotal Activity 1 \$ 2,000.00

Total supported: \$ 2,000.00

Total amount to return: \$ -

FAMF Financial Accountability

Group: Computer Engineering Club
Submitted by: Paul Schultz
Date: 9-Mar-04

Funding received:

Fall 2003 \$329.29
Winter 2004 \$ - (not yet determined)

Total received \$ 329.29

Activities supported:

E.g. Mix and mingle event	General Meeting
Pizza	\$ 338.01
Cookies	\$ 27.96
Plates	\$ 6.38
Pop	\$ 58.50
Water	\$ 8.23
Napkins	\$ 4.79
Subtotal Activity 1	\$ 443.87

Total supported: \$ 443.87

Total amount to return: \$0

FAMF Financial Accountability

Group: Electrical Engineering Club
Submitted by: Keith Boyle
Date: 13-Mar-04

Funding received:

Fall 2003	\$	436.15
Winter 2004	\$	-

Total received \$ **436.15**

Activities supported:

CAPS ECE Career Forum - Sept. 30 2003

Pizza	\$	2.52
Pop	\$	49.86
Subtotal Activity 1	\$	52.38

2nd Year Welcome BBQ - Sept. 10 2003

Food	\$	233.13
BBQ Rental	\$	25.00
Subtotal Activity 2	\$	258.13

Engineering Week Movie

Costumes	\$	81.92
Video Tape	\$	12.82
Subtotal Activity 3	\$	94.74

Misc. Expenses

Event Advertising (Lumped)	\$	30.90
Subtotal Activity 4	\$	30.90

Total supported: \$ **436.15**

Total amount to return: \$ -

FAMF Financial Accountability

Group: The Engineering Physics Club
Submitted by: Weiyang Liu
Date: 4-Mar-04

Funding received:

Fall 2003	\$	154.49
Winter 2004	\$	-

Total received \$ **154.49**

Activities supported:

General Meeting		
pizza	\$	110.00
pop	\$	10.00
napkins/plates/cups	\$	3.00
Subtotal Activity 1	\$	123.00

Welcome Barbeque		
Burgers	\$	21.49
Pop	\$	7.00
Ketchup	\$	3.00
Subtotal Activity 2	\$	31.49

Total supported: \$ **154.49**

Total amount to return: \$ -

FAMF Financial Accountability

Group: First Year Engineering Club
Submitted by: Sarah Tsai
Date: 5-Mar-04

Funding received:

Fall 2003 \$ 622.27
Winter 2004 \$ -

Total received \$ 622.27

Activities supported:

Club Retreat
food \$116.79
Subtotal Activity 1 \$116.79

Engg Week
Boat Race \$15.00
T-shirts and posters \$215.20
Scavenger Hunt \$60.09
miscellaneous \$19.76
Subtotal Activity 2 \$ 310.05

Pool Tournament
Pool Rent \$ 80.08
Pizza \$ 114.55
Pop \$ 43.86
Prizes \$ 200.00
Subtotal Activity 3 \$ 438.49

First Year Information Mixer
pizza \$ 114.97
pop \$ 24.08
posters \$ 19.50
Subtotal Activity 4 \$ 158.55

Total supported: \$ 1,023.88

Total amount to return: \$ -

FAMF Financial Accountability

Group: Materials Engineering Social Society
Submitted by: Steven Bott
Date: 5-Mar-04

Funding received:

Fall 2003 \$ 159.45
Winter 2004 \$ -

Total received \$ 159.45

Activities supported:

Extra Clothing Cost \$ 147.89
Subtotal Activity 1 \$ 147.89

Second Year Night
Bowling \$ 84.00
Pizza \$ 86.00
Subtotal Activity 2 \$ 170.00

Total supported: \$ 317.89

Total amount to return: \$ -

FAMF Financial Accountability

Group: Mechanical Engineering Club
Submitted by: Rob McCormick
Date: 12-Mar-03

Funding received:

Fall 2003 \$ 505.50
Winter 2004 N/A

Total received \$ 505.50

Activities supported:

2nd Year Smoker
Burgers \$ 55.20
Buns \$ 40.69
Condiments \$ -
Subtotal Activity 1 \$ 95.89

Student/Prof Mixer
Room Booking \$ -
Beer \$ 420.00
Pizza \$ 390.00
Subtotal Activity 2 \$ 810.00

Engineering Week Party
Band \$ 350.00
Subtotal Activity 3 \$ 350.00

Total supported: \$ 1,255.89

Total amount to return: \$ -

FAMF Financial Accountability

Group: Mineral Engineering Club
Submitted by: Tyler Kehler
Date: 8-Mar-04

Funding received:

Fall 2003 \$ 208.98
Winter 2004 \$ -

Total received \$ 208.98

Activities supported:

Engg. Week
posters \$ 181.98
Subtotal Activity 1 \$ 181.98

Quad BBQ
BBQ rental \$ 50.00
Subtotal Activity 2 \$ 50.00

Total supported: \$ 231.98

Total amount to return: \$ -

FAMF Financial Accountability

Group: Engineering Students' Society - Conferences & Competitions
Submitted by: Gary Wicentowich, Vice President (Finance & Operations)
Date: 12-Mar-04

Funding received:

Fall 2003 \$ 1,092.00
Winter 2004 \$ 1,092.00

Total received \$ 2,184.00

Activities supported:

CFES Congress
Registration \$ 2,850.00
Subtotal Activity 1 \$ 2,850.00

President's Meeting
Registration \$ 70.00
Subtotal Activity 2 \$ 70.00

Western Engineering Conference & Competition
Travel \$ 2,255.66
Registration \$ 3,750.00
Subtotal Activity 3 \$ 6,005.66

Western Engineering Student Society Team Retreat
Registration \$ 375.00
Travel \$ 75.59
Subtotal Activity 4 \$ 450.59

Total supported: \$ 9,376.25

Total amount to return: \$ -

FAMF Financial Accountability - Engineering Week

Group: Engineering Students' Society - Engineering Week
Submitted by: Gary Wicentowich, Vice President (Finance & Operations)
Date: 12-Mar-04

Funding received:

Fall 2003 \$ 1,560.00
Winter 2004 1,560.00

Total received \$ 3,120.00

Activities supported:

Engineers' Ball
Catering \$ 80.25
Room Reservation \$ 3,244.24
Audio Rental \$ 177.70
Misc. Supplies \$ 171.62
Subtotal Activity 1 \$ 3,673.81

Misc. Engg Week
Windsor Park Permit \$ 25.00
Movie Night Room Rental \$ 256.80
Subtotal Activity 2 \$ 281.80

Godiva Printing
Printing Costs \$ 684.80
Subtotal Activity 3 \$ 684.80

Total supported: \$ 4,640.41

Total amount to return: \$ -

FAMF Financial Accountability - First Year Orientation

Group: Engineering Students' Society - First Year Orientation
Submitted by: Gary Wicentowich, Vice President (Finance & Operations)
Date: 12-Mar-04

Funding received:

Fall 2003	\$	780.00
Winter 2004	\$	780.00

Total received \$ **1,560.00**

Activities supported:

G.E.E.R. 101		
BBQ supplies	\$	507.95
Pancake Supplies	\$	413.82
Design Competition Supplies	\$	19.25
Pool Tournament Rental	\$	51.95
Promotion	\$	2.78
Misc. Supplies	\$	31.39
Movie Night Supplies	\$	58.05
Volunteer Appreciation	\$	150.00
Subtotal Activity 1	\$	1,235.19

FY Motivational Mixer		
Pizza	\$	114.97
Pop	\$	24.08
Speaker Appreciation	\$	40.39
Subtotal Activity 2	\$	179.44

FYEC Retreat		
Supplies	\$	10.00
Food	\$	116.79
Subtotal Activity 3	\$	126.79

FYEC Elections		
Printing	\$	10.42
Subtotal Activity 4	\$	10.42

FYEC Pool Tournament		
Merchandise	\$	40.00
Subtotal Activity 4	\$	40.00

Total supported: \$ **1,591.84**

Total amount to return: \$ -

FAMF Financial Accountability

Group: Engineering Students' Society - Engineer's Handbook
Submitted by: Gary Wicentowich, Vice President (Finance & Operations)
Date: 12-Mar-04

Funding received:

Fall 2003 \$ 1,248.00
Winter 2004 \$ 1,248.00

Total received \$ 2,496.00

Activities supported:

Printing
First Run \$ 6,794.50
Second Run \$ 1,733.40
Subtotal Activity 1 \$ 8,527.90

Total supported: \$ 8,527.90

Total amount to return: \$ -

FAMF Financial Accountability

Group: Engineering Students' Society - WESST/CFES FEES
Submitted by: Gary Wicentowich, Vice President (Finance & Operations)
Date: 12-Mar-04

Funding received:

Fall 2003 \$ 717.60
Winter 2004 \$ 717.60

Total received \$ 1,435.20

Activities supported:

CFES Dues
Dues \$ 1,081.85
Subtotal Activity 1 \$ 1,081.85

WESST Dues
Dues \$ 453.90
Subtotal Activity 2 \$ 453.90

Total supported: \$ 1,535.75

Total amount to return: \$ -

FAMF Financial Accountability

Group: Engineering Students' Society - Refund Mechanism
Submitted by: David Wepler
Date: 12-Mar-04

Funding received:

Fall 2003	\$	37.30
Winter 2004	\$	37.30

Total received **\$ 74.60**

Activities supported:

Refunds		
Fall 2003	\$	37.30
Winter 2004	\$	37.30

Total supported: **\$ 74.60**

Total amount to return: **\$ -**

FAMF Financial Accountability

Group: Engineering Student Projects Fund
Submitted by: Trevor Buckle
Date: 10-Mar-04

Funding received:

Fall 2003 \$ 3,120.00
Winter 2004 \$ 3,120.00

Total received \$ 6,240.00

Activities supported:

Autonomous Robotic Vehicle Project

Pizza \$ 334.24
\$ -
\$ -
Subtotal Activity 1 \$ 4,850.00

Clean Snowmobile Challenge

\$ -
\$ -
\$ -
Subtotal Activity 2 \$ 4,000.00

Formula SAE

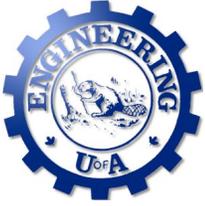
\$ -
Subtotal Activity 3 \$ 4,850.00

Future Truck

\$ -
Subtotal Activity 4 \$ 4,140.00

Total supported: \$ 17,840.00

Total amount to return: \$ -



Engineering Students' Society University of Alberta

March 17, 2004

Students' Council,

In accordance with Section 12 of Bylaw 8451, the Engineering Students' Society respectfully submits this report on the operations of the Faculty Association Membership Fee. This is the second such report submitted since the fee collection started. The next regular report to Students' Council will be submitted by November 15, 2004.

"12. Report of Operations

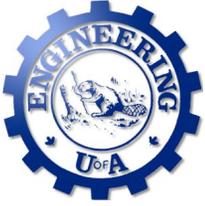
The Faculty Association shall submit a report detailing the operations and administration of its funds to date, including the refund provision, to Students' Council by November 15 and March 15. Additional reports may be requested by Students' Council, but must allow a reasonable time period for submission."

I will be available to answer questions during Question Period at the meeting of March 23rd, or you can submit them to me at famf@ess.ualberta.ca. Supplemental information regarding the disbursement of these funds has also been made available on the ESS website at <http://www.ess.ualberta.ca/fee/accountability>.

Sincerely,

David Wepler

David Wepler
Faculty Association Membership Fee Administrator



Engineering Students' Society University of Alberta

Summary

Winter term 2004 marks the second term for which funding for engineering student activities has been provided by the Faculty Association Membership Fee. The funding for this term was transferred to the clubs *after* the deadline for submission of their reports to the ESS, so a detailed breakdown is unavailable at this time. Most of the clubs used this money for their First-Year Information Nights, which provide an opportunity for first year engineering students to learn more about each discipline so that they are capable of making an informed decision when they submit their program selection forms. In future years the funding will be provided earlier in the year, to increase the usefulness to recipient groups and ensure adequate time to prepare the documentation for accountability.

Administration

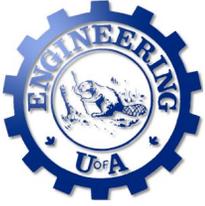
The funds are still currently being used through the Engineering Students' Activity Fund account, due to a slow response from the University of Alberta Financial Services in our request for a university account. The Faculty of Engineering is working on obtaining this account for the 2004-2005 year.

Refund mechanism

For students that are opposed to the Faculty Association Membership Fee, for whatever reason, they are allowed an opportunity to refund their payment. In accordance with policy, a deadline for students to apply for a refund was set for 4:00pm on Friday, March 5. Students were made aware of this deadline two weeks in advance through the EnggLink e-mail list, the ESS website, the Bridge newsletter, and brochures available online and outside the ESS office. Zero additional students applied for a refund of their Winter 2004 fees, leaving only the ten students whom applied for a refund of both terms in their Fall 2003 refund application. Their payment will be refunded within one month of the ESS receiving the funds from the Students' Union, as per the policy.

Distribution model for 2004-2005 year

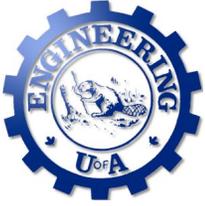
The ESS is currently working with various engineering student groups to develop an appropriate distribution model for how to divide the \$3.73/term per student. The model will be brought to the next General Meeting of the Engineering Students' Society on March 23, for ratification by engineering students.



Engineering Students' Society
University of Alberta

Appendix – Reports from Recipients

<u>Chemical</u>	4
<u>Civil</u>	4
<u>Computer</u>	4
<u>Electrical</u>	5
<u>Engineering Physics</u>	6
<u>First Year</u>	7
<u>Materials</u>	8
<u>Mechanical</u>	9
<u>Mining</u>	10
<u>Engineering Students' Society</u>	11
<u>Engineering Student Projects Fund</u>	14



Engineering Students' Society University of Alberta

Chemical

List the events or activities that have been supported by funding from the Faculty Association Membership Fee through your group.

The FAMF money was used for the faculty first year night which was held on March. 2, 2004. This event was held for first year students that were considering chemical engineering as their discipline.

The purpose of the Faculty Association Membership Fee is to create opportunities for engineering student involvement, and support engineering student activities. Describe how this funding has been used to further these goals.

This money was put towards showcasing the faculty of chemical engineering to first year engineering students.

Estimate the number of students that benefited from your group's use of the Faculty Association Membership Fee, broken down by events/activities that were supported where appropriate.

Approximately 110 students showed up to this event. All the FAMF money went towards the cost of Pizza for this large group.

Civil

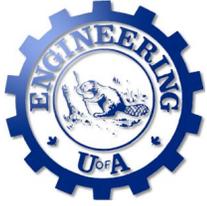
The Civil Club donated \$2000 to the GNCTR team this year. This year the team had 43 enthusiastic members from different faculties on campus as well as many different engineering disciplines. The \$369 of FAMF money all went towards making this trip possible for the 43 members.

Computer

List the events or activities that have been supported by funding from the Faculty Association Membership Fee through your group.

The Computer Engineering Club's fall general meeting.

The purpose of the Faculty Association Membership Fee is to create opportunities for engineering student involvement, and support engineering student activities. Describe how this funding has been used to further these goals.



Engineering Students' Society University of Alberta

The fall general meeting served a number of purposes. Firstly, we appointed several attendees to positions on the Computer Engineering Club executive, which has given them opportunities to be involved with our club, other engineering student clubs, and the Engineering Student's Society. We also promoted other events to be put on by the club, gained exposure with students in our faculty, and cultivated a greater pool of volunteers for student activities later to come. The funding enabled us to provide the refreshments (pizza, pop, and cookies) that we use as an incentive to make sure the meetings are well attended and our messages and opportunities reach as many students as possible. Finally, information about engineering week was distributed at this meeting, which doubtless added to the number of computer engineering students aware of and participating in various engineering week events.

Estimate the number of students that benefited from your group's use of the Faculty Association Membership Fee, broken down by events/activities that were supported where appropriate.

The meeting itself:	30
Meet a CompE Night, possible with volunteers recruited at the meeting:	40
Engineering week participation:	30
Projected students involved in video game tournament March 11th:	40
Projected students involved in foosball tournament April 4th:	80
Projected students involved in terminal bash (pending approval):	150

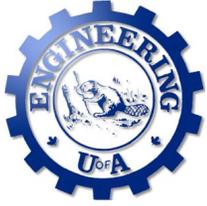
The last three events will be/are being organized by the games representative and 2nd year representative recruited at the general meeting. The next installment of FAMF money may contribute to these.

Electrical

List the events or activities that have been supported by funding from the Faculty Association Membership Fee through your group.

CAPS ECE Career Forum
2nd Year Welcome BBQ
Engineering Week Movie Night
Event Promotional posters for these events (lumped)

The purpose of the Faculty Association Membership Fee is to create opportunities for engineering student involvement, and support engineering student activities. Describe how this funding has been used to further these goals.



Engineering Students' Society University of Alberta

The FAMF funds supplied to the EE Club were used to support events of broad appeal to all students.

The 2nd year BBQ is oriented towards providing opportunities for student involvement, by offering a chance for 2nd year EE students to meet and interact with their club executive. This is run as a recruitment device, encouraging students to attend the EE Club Fall General Meeting which took place exactly one week after the BBQ.

The EE Club offered free food as a mixer for the CAPS Career Forums, encouraging students to attend. This (likely) increased attendance and allowed for a greater turnout.

The Engineering Week movie is one of the club's most popular events of the year, and every year fills the theatre to capacity. The funds provided props and costumes for the movie, which made filming possible.

Advertising for EE Club events are generally done using simple posters printed on the club computer. While these costs are relatively small, they still must be considered as a part of the expense of holding events. This occupies a very small percentage of the overall budget.

Estimate the number of students that benefited from your group's use of the Faculty Association Membership Fee, broken down by events/activities that were supported where appropriate.

CAPS ECE Career Forum - 150

2nd Year Welcome BBQ - 100

Engineering Week Movie Night - 300 (or capacity of ETLE 1-001)

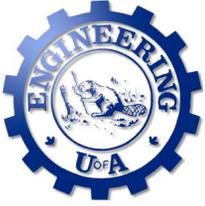
Engineering Physics

List the events or activities that have been supported by funding from the Faculty Association Membership Fee through your group.

FAMF funding was used to partially support the following events:

- Second Year Welcome Barbeque
- Annual Eng-Phys General Meeting

The purpose of the Faculty Association Membership Fee is to create opportunities for engineering student involvement, and support engineering student activities. Describe how this funding has been used to further these goals.



Engineering Students' Society University of Alberta

Both of the above mentioned events directly serves this purpose. The second year welcome barbeque introduces the new engineering physics students to the club and gives them a great opportunity to meet the eng-phys coordinator, club executives, and other engineering physics students from higher years. It gives them a chance to get involved from early on in the year.

The general meeting delivers a preliminary plan of club activities for the rest of the year. This meeting lets many engineering physics students know what the club has to offer, how they can get involved, and just to let them know that we are here to help them if they needed help.

Estimate the number of students that benefited from your group's use of the Faculty Association Membership Fee, broken down by events/activities that were supported where appropriate.

- Second Year Welcome Barbeque - 30 students
- Annual Eng-Phys General Meeting - 50 students

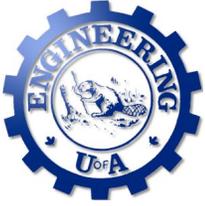
First Year

List the events or activities that have been supported by funding from the Faculty Association Membership Fee through your group.

1. First Year Club Retreat (2 days)
2. ENGG week
3. Pool Tournament
4. First Year Info Mixer

The purpose of the Faculty Association Membership Fee is to create opportunities for engineering student involvement, and support engineering student activities. Describe how this funding has been used to further these goals.

The Club retreat was really helpful because we learned about leadership, we sort out our goals and purposes as a club, and just getting to know each other. Participating in ENGG week and spending the funding was both money and time well spent because it gave the first year engineers to have a chance to get involved with other clubs and get to know tons of new people. The pool tournament took place after finals and ENGG week, and it was for first year students only because we wanted to reach out to the first year students (making this our first independent event) and just let them have fun.



Engineering Students' Society University of Alberta

Due to the limiting capacity at the arcade, we had to limit the number of students but over all, it was worth it. Lastly, it was the first year mixer. This time we linked the first year students with CAPS, other undergrads talking about their experiences and academic information regarding specifically to 2nd year placement requirements. Without funding like FAMF, it would be very difficult for the first year club to make these events happen and more difficult for the first year engineers to be informed and most importantly, to have fun. We are actually looking forward to the second portion of the FAMF funding because we're holding a traditional free barbeque that first year club throw at the end of the final exams to the first year students. Therefore, FAMF is really important to the first year club!

Estimate the number of students that benefited from your group's use of the Faculty Association Membership Fee, broken down by events/activities that were supported where appropriate.

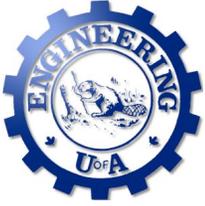
1. The retreat was around 15 people because it only for the executives and volunteers.
2. The ENGG week was for all first year students but not everyone participated in the events.
3. The pool tournament involved around 40 people because of the limiting capacity (some kind of safety code)
4. The first year info mixer had around 100 students.

Materials

List the events or activities that have been supported by funding from the Faculty Association Membership Fee through your group.

- Helped pay for the extra cost for a new logo for Mat E clothing so that the students and staff ordering the new clothing did not have to pay more than the base price for the clothing.
- Helped fund a second year night to help second year students get to know each other that included pizza and two games of bowling.

The purpose of the Faculty Association Membership Fee is to create opportunities for engineering student involvement, and support engineering student activities. Describe how this funding has been used to further these goals.



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- The funding helped keep the cost of ordering clothing as low as possible, so that more students could afford at least one item of clothing with a Mat E logo. This is important because having a Mat E clothing line (hard for so few students) helps students, (and even some staff) feel more part of the department.

- In Mat E, second year students only have one Mate class together (Mat E 256) so it is a good way to help them get to know their classmates.

Estimate the number of students that benefited from your group's use of the Faculty Association Membership Fee, broken down by events/activities that were supported where appropriate.

- Approximately 25 students and staff ordered clothing last term, and right now we are setting up a second order for clothing, because many students want to buy clothing.

- 12 people attended the second year night.

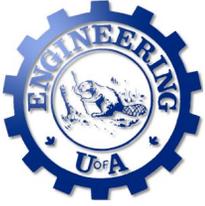
Mechanical

List the events or activities that have been supported by funding from the Faculty Association Membership Fee through your group.

- 1) 2nd Year Smoker (Barbecue)
- 2) Student/Prof Mixer
- 3) Engineering Week Party

The purpose of the Faculty Association Membership Fee is to create opportunities for engineering student involvement, and support engineering student activities. Describe how this funding has been used to further these goals.

The entire goal of the Mechanical Engineering Club is to increase student participation and liven up school spirit. Having money to put on events allows us to encourage students to broaden their horizons. The purpose of the 2nd Year Smoker is to show second year students new to our department the benefits of becoming active in the MecE Club and to collect names for our mailing list (to advertise future events and opportunities). Our Student/Prof allows professors to speak with students in an informal setting and make students more comfortable so they don't think of their teachers as pedagogues. Both events are services put on by the MecE Club that benefit large groups of students by showing them where opportunities for extra-curricular activities exist, therefore encouraging participation and a balanced



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lifestyle. The third event, the Engineering Week Party, is a solely social event aimed at allowing students to fully enjoy their university experience; this time through the local band scene.

Estimate the number of students that benefited from your group's use of the Faculty Association Membership Fee, broken down by events/activities that were supported where appropriate.

- 1) Second Year Smoker → ~125 people
- 2) Student/Prof Mixer → ~100 people
- 3) Engineering Week Party → ~100 people and food bank

Mining

List the events or activities that have been supported by funding from the Faculty Association Membership Fee through your group.

We used the funding to pay for Engg. Week poster printing. These were posted wherever possible on campus. They not only serve to bring attention to the Mineral Engineering Club, but to the Engineering Faculty in general.

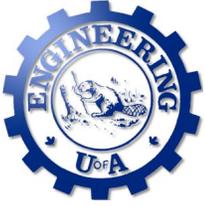
The funding was also used to rent a barbeque for an event in quad.

The purpose of the Faculty Association Membership Fee is to create opportunities for engineering student involvement, and support engineering student activities. Describe how this funding has been used to further these goals.

The event in quad was good for several reasons. Not only was it a very visible promotion for the club, but it was also a great chance for students new to the program to mingle with returning students.

Estimate the number of students that benefited from your group's use of the Faculty Association Membership Fee, broken down by events/activities that were supported where appropriate.

The Engg. Week posters and the quad event both indirectly benefited everybody in the club through promotion of the club. As well, anybody who



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wanted to partake in Engg. Week or in the quad event were welcome to. Basically, about half of all eligible club members (50 – 75) were affected by these events.

Engineering Students' Society

List the events or activities that have been supported by funding from the Faculty Association Membership Fee through your group.

Engineering Week:

As most students know, Engineering Week (Engg Week) is a proud campus tradition. A number of events are held such as a scavenger hunt, tug of war, battle of the bands, and many more. The week is finished off with a bang at the Engineers' Ball, a formal dinner and dance.

Engineering Handbook:

The engineering handbook is the agenda used by the majority of engineering students here at the U of A, and a number of non-engineering students who enjoy its content and layout. The handbook was so popular this year that a second printing was required

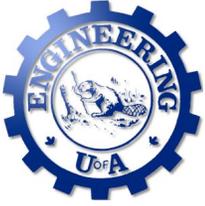
First Year Orientation:

A number of events are held to help orientate the first year engineers. The first and most notable is G.E.E.R. 101, a week of fun games aimed at having the first years meet one another. As well, a very popular motivational mixer is held to help students along with their academic troubles. The First Year Engineering Club (FYEC) exists in an effort to get first years involved. This club represents the first years on many levels and provides a number of services and events. A retreat was held in order to help make the executive stronger, more efficient and overall better representatives.

Conferences & Competitions:

The ESS sends a number of students to a number of conferences and competitions:

WESST Retreat: An annual meeting with all the other western engineering schools helps bring a good representation between schools, and allows the people we send to bring back valuable experience and information.



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WECC: The Western Engineering Conference & Competition is an annual event where students from across Western Canada measure off in a variety of events.

CFES Congress: Like WESST Retreat, but much more substantial. This is a meeting of the best engineering political minds from across Canada, where ideas and strategies are discussed and debated. Many good ideas currently in use here at the U of A are inspired from this conference.

CEC: The Canadian Engineering Competition is where the winners from WECC represent western Canada on a national scale.

CFES/WESST Dues:

By paying into these memberships for the Canadian Federation of Engineering Students (CFES) and Western Engineering Student Societies Team (WESST), the ESS is entitled to a number of services, conferences and competitions that would otherwise be unobtainable.

The purpose of the Faculty Association Membership Fee is to create opportunities for engineering student involvement, and support engineering student activities. Describe how this funding has been used to further these goals.

Engineering Week:

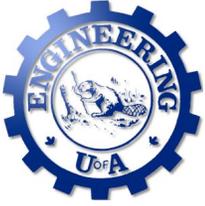
Much of this year's funding was put into paying for the Engineers' Ball. This event is easily one of the most popular, and this year was no exception. This year marked a major increase in quality of the formal, as costs were no longer being cut nearly as bad. A decent sound system was rented (much to the delight of past participants), and more plates were able to be ordered.

Engineering Handbook:

The money here was used purely for printing. Most engineering students now have and use this handbook. The handbook contains valuable information about how to get involved, what's going on around campus, etc. This year, the ESS saw its volunteer base increase dramatically, thanks in no small part to the handbook.

First Year Orientation:

First year involvement saw an increase as well. A greater number of first year students ran for an executive position than in the past 5 years (likely longer than that as well). There are currently 2 first year students running for SU Council, and a number of first year students applying for positions on next year's ESS executive



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Conferences & Competitions:

Thanks to the FAMF money, the ESS was able to send more people to conferences and competitions. Most notable was the ability to send 15 students to WECC, which was not cheap. Of these students, 3 students qualified for CEC. As well, a student from the U of A was elected to become the CFES Social Issues Commissioner. From that another student was nominated and chosen to become President of the CFES Pi Throw International.

CFES/WESST Dues:

This brings a trickle down-effect to the equations. The ESS pays for CFES/WESST dues, and students can go to the conferences & competitions. The ESS goes to conferences, and brings back valuable information that directly benefits the students and their involvement.

Estimate the number of students that benefited from your group's use of the Faculty Association Membership Fee, broken down by events/activities that were supported where appropriate.

Engineering Week:

Engineering Week general events: 50-100 students/event
Engineers' Ball: 150 students

Engineering Handbook:

Number of handbooks printed: 2550
Number of unused handbooks remaining: 0

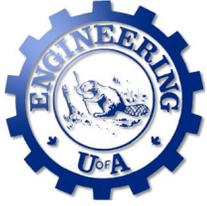
First Year Orientation:

Number of first year students participating in GEER 101: ~50-100
Number of students getting free pancake breakfast at GEER 101: ~500
Number of first year students at the motivational mixer: ~200
Number of first year engineering students that ran for a FYEC executive position: 17

Conferences & Competitions:

Number of students sent to WESST Retreat: 5
Number of students sent to WECC: 15
Number of students sent to CFES Congress: 6 (maximum allowed)
Number of students sent to CEC: 4 (maximum allowed)

CFES/WESST Dues:



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Paying into WESST Dues: \$453.90

Paying into CFES Dues: \$1081.85

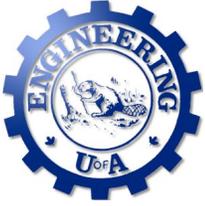
Experience and knowledge gained from joining these organizations:
Priceless.

Engineering Student Projects Fund

Minutes from the ESPFC Meeting – March 8 2004

Meeting called to order at 5:05 pm

1. The following members/projects were in attendance:
 - Trevor Buckle – Faculty of Engineering
 - Clayton Bond – FutureTruck
 - Joel Day – CSC
 - David Kastelan – ARVP
 - Ryan Land and Lindsay Smith – FSAE
 - David Wepler (Special Guest from the ESS)
2. Review of funding from first round of ESPF funding (October 2 2003)
 - No questions were raised.
3. FAMF discussion (David Wepler)
 - David discussed the FAMF and it's contribution this year to the ESPF, as well as future funding levels for next year. All ESPF members agreed that the current level of funding (at approximately \$6000/year) was fair and should be maintained.
4. Review of Funding proposals
 - Roundtable discussion of the proposals. CSC answered questions about his proposal, and ultimately lowered the amount asked for to \$4000.
 - After further discussion, ARVP and FSAE also lowered the amount they asked for to \$4850.
 - Clayton moves that the following ESPF funding be approved as follows:
 1. CSC - \$4000
 2. ARVP - \$4850
 3. FSAE - \$4850
 4. FutureTruck - \$4140
 - Seconded by Lindsay.
 - Vote – all in favor, none opposed. Motion carried.



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5. Other Business

- Trevor to set up a meeting with the ESPFC and Katherine Irwin sometime in late August to discuss joint funding proposals from the projects.

Meeting adjourned at 5:45 pm

The funding requests are located at <http://www.ess.ualberta.ca/fee/accountability>

Constitution

ARTICLE XV - APPEAL JURISDICTION

1. ~~A right of appeal will exist from all decisions of the committee or committees established under the terms of Article VI, Section 2, Sub-sections c and d.~~
2. ~~a. Appeals of a Discipline, Interpretation and Enforcement (D.I.E.) Board decision will be heard by the Students' Council Appeal Advisory Board.~~
~~b. Appeals of all other board and committee decisions will be considered by the Students' Council.~~
3. ~~Upon considering an appeal in compliance with Bylaw 1300, the Students' Council Appeal Advisory Board will have the following alternatives.~~
 - ~~a. It may be decided that there are no grounds on which an appeal can properly be based, in which case the appeal will be quashed.~~
 - ~~b. i. It may be decided that there are grounds on which an appeal can be based, in which case the Students' Council will consider the appeal and render a final decision.~~
~~ii. An appeal will be heard by the Students' Council within fifteen (15) days of the filing of the appeal.~~
 - ~~c. iii. An appeal/appeals of the decision(s) by the Chief Returning Officer and Deputy Returning Officer during an election and/or referenda and/or plebiscite campaign is/are to be heard by the Discipline, Interpretation and Enforcement (D.I.E.) Board and in this case, the D.I.E. Board decision will be final.~~

PROPOSED

Constitution

ARTICLE VI - POWERS REGARDING BYLAWS

1. ~~The term "Bylaw" will include all legislation of a non-executive character as defined by Article VII and will not include legislation enacted pursuant to Article V.~~
2. ~~Subject to the provisions of this constitution, the Students' Council has the power to enact, amend or rescind Bylaws which:~~
 - a. ~~Establish and administer such student groups, organizations and committees as it may deem necessary from time to time for the effective organization and functioning of student activities and student government.~~
 - b. ~~Establish and administer student publications.~~
 - c. ~~Establish a committee to interpret and enforce this Constitution and all legislation passed under its authority, and to discipline Students' Union members in violation thereof.~~
 - d. ~~Legislate as to the conduct of nominations and elections for positions on the Students' Council and on the executives of clubs established pursuant to this Constitution subject to Article XII.~~
 - e. ~~Create and present such awards as it may deem suitable to recognize outstanding contributions made to student activities by members of the Students' Union.~~
3. ~~The Students' Council will have the power to enact, amend or rescind any other Bylaw of a non-executive character which it deems necessary to accomplish the objects of the Students' Union.~~
4. ~~The exercise of the powers stated in this Article will be effective only upon passage by two-thirds (2/3) majority of the voting members present at two (2) meetings of the Students' Council. Such meetings will be held at least one (1) week apart.~~

Jun 11/02

Jul 17/96

12/10/91

PROPOSED

Bylaw 1500 Judiciary of the Students' Union Bylaw

Definitions

1. In this Bylaw:
 - a. "Board" means the Discipline, Interpretation and Enforcement Board (D.I.E. Board);
 - b. "Committee" means Tribune Selection Committee;
 - c. "Council" means the University of Alberta Students' Council;
 - d. "Tribune" means a member of the Board;
 - e. "Executive" means Executive Committee of the Students' Union;

Mandate

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

Size

3. The Board shall consist of no less than eight and no more than eleven tribunes.

Scope of Cases

4. The scope of the Board shall be limited to actions and appeals brought before it that:
 - a. initiate a complaint about a contravention of Students' Union legislation or;
 - b. request an interpretation of Students' Union legislation.

Standing

5. The following have standing to bring an action to the board:
 - a. members of the Students' Union, except Tribunes;
 - b. any Students' Union constituted body, except the Board; or
 - c. Council.

Constitution of Board

6. The Board consists of:
 - a. a Chief Tribune;
 - b. an Associate Chief Tribune; and,
 - c. six to nine additional tribunes.

Election of Chief Tribune and Associate Chief Tribune

7. The Chief Tribune and Associate Chief Tribune shall be nominated by two-third majority vote of the committee and ratified by a two-third majority vote of Council.

Appointment of Tribunes

8. The tribunes shall be nominated by a two-third majority vote of the Committee and ratified by a two-third majority vote of Council.

Constitution of the Committee

9. The Committee consists:
 - a. two voting members of the Executive selected by the Executive;
 - b. two voting members of Council selected by Council;
 - c. two tribunes selected by the Board.

Quorum for Committee

10. Any five of the members of the Committee shall constitute a quorum.

Chair of Committee

11. The chair of the Committee will be elected by and from the Committee.

PROPOSED

Notice to be given of Committee decisions

12. Notice of all appointments made to and chairs elected by the Committee will be reported to Council, the Executive, and the Board.

Who may be appointed Tribunes

13. No tribune may be:
 - a. a voting members of Council;
 - b. a voting members of a committee of Council; or,
 - c. an Employees of the Students' Union.

Tenure of office

14. Tribunes hold office as long as they continue to be members of the Students' Union, unless they resign or are removed by a two-third majority vote of the Committee ratified by a two-third majority vote of Council

Registrar

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

Duties of Registrar and filing of appeals

16. The Registrar shall, under the supervision of the Chief Tribune:
 - a. receive and forward to all tribunes all applications to launch actions,
 - b. where a ruling is delivered by the Board, report to Council and the parties the ruling of the board.

Applications in writing

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

Actions limited those founded in rule of law

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

Time limit on holding hearing

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

Panel of First Instance

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

Time limit on appeal

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

Panel of Appeal

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

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

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

Replacement of the Chief Tribune or Associate Chief Tribune

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

Exclusive ultimate appellate jurisdiction

PROPOSED

25. The Panel of Appeal shall have and exercise exclusive ultimate appellate jurisdiction within the Students' Union, and the ruling of the Panel of Appeal is, in all cases, final and conclusive.

Duties of Chief Tribune

26. The Chief Tribune is responsible for appointing tribunes to panels and scheduling hearings.

Duties of Associate Chief Tribune

27. The Associate Chief Tribune is responsible for fulfilling the duties of the Chief Tribune in his or her absence.

General Powers of Enforcement

28. If the Board finds an application for action or application for appeal requires action by the Board under its mandate the Board is empowered to proscribe remedies including but not limited to:
- a. harmonizing contradictory legislation;
 - b. censuring any member of the Students' Union;
 - c. fining any employee of the Students' Union who reports to Council or to the Students' Union membership an amount not exceeding twenty dollars.

Effective date of rulings

29. Rulings of the Board shall be effective once registered with the Registrar.

Tribunes may make rules and orders

30. The Board may make general rules and orders:
- a. for regulating the procedure of and in the board and the bringing of cases before it, and for the effectual execution and working of this bylaw;
 - b. for empowering the Registrar to do any thing and transact any business as is necessary to fulfill the mandate of the Board.

Extent of rules and orders

31. The rules and orders may extend to any matter of procedure or otherwise not provided for by this bylaw, but for which it is found necessary to provide, in order to ensure the proper working of this bylaw and the better attainment of the mandate of the Board.

Copies to be reported to Council

32. Copies of all rules and orders made under this bylaw shall be provided to the Registrar who shall report the same to Council.

PROPOSED

Bylaw 1200

A Bylaw Respecting the Discipline, Interpretation and Enforcement Board of the Students' Union

- Short Title** 1. ~~a. This Bylaw may be referred to as the "Discipline, Interpretation and Enforcement Board Bylaw".~~
- ~~b. Throughout this Bylaw, "D. I. E. Board" will mean the Discipline, Interpretation and Enforcement Board.~~
- Start-up** 2. ~~An ad hoc committee will be struck before September 15 of each year for the purpose of selecting the members and alternate members of D.I.E. Board from applications submitted, and for selecting the Chair and the Alternate Chair of the D.I.E. Board.~~
- Ad Hoc Committee To Select D.I.E. Board Members**
- ~~a. The ad hoc committee will be comprised of:~~
- ~~i. President, as Chair;~~
 - ~~ii. the Chair or Alternate Chair of the D.I.E. Board, and one other member of the D.I.E. Board, as selected by that Board;~~
 - ~~iii. one (1) Students' Union Ombudsperson;~~
 - ~~iv. a Vice-President;~~
 - ~~v. two (2) voting members of the Students' Council as elected at a regular meeting of Students' Council.~~
- ~~b. Quorum at meetings of the ad hoc committee will be five (5) members.~~
- ~~c. To be selected to D.I.E. Board, candidates will be:~~
- ~~i. objective and impartial;~~
 - ~~ii. where possible, from different faculties;~~
 - ~~iii. available on short notice.~~
- Mandate** 3. ~~a. A Board called the Discipline, Interpretation and Enforcement Board will be established annually by Students' Council for the purposes of enforcing and interpreting the Constitution and Bylaws of the Students' Union, and motions of Students' Council.~~
- ~~b. The D.I.E. Board will be responsible for the interpretation of the Constitution and Bylaws of the Students' Union, or any portion or portions thereof, or motion of Students' Council, except that interpretation of Bylaw 1200 (D.I.E. Board Bylaw) must be ratified by Students' Council before any action may be taken thereon.~~

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- e. ~~The D.I.E. Board will be responsible for the enforcement of the Constitution and Bylaws of the Students' Union and may:

 - i. ~~censure any Students' Union member, Students' Union committee, task force, board, or any registered club;~~
 - ii. ~~suspend Students' Union privileges for any period of time up to and including twelve (12) calendar months, where such a suspension may not result in the removal of a sitting Student Councilor or member of the Executive Committee;~~
 - iii. ~~recommend to Students' Council that a sitting Student Councilor or member(s) of the Executive Committee be recalled pursuant to Article XIII;~~
 - iv. ~~declare null and void any motion of a Students' Council committee, task force, board, commission or registered club which is found to be in conflict with or outside the terms of the Students' Union Constitution and Bylaws;~~
 - vi. ~~require that any Students' Council motion which is found to be in conflict with or outside the terms of the Students' Union Constitution and Bylaws be reconsidered at the next regular or special meeting of Students' Council immediately following the published D.I.E. Board decision. Any motion to be reconsidered as per a D.I.E. Board decision will have no effect until it has been duly reconsidered, and once reconsidered, will be beyond the enforcement capabilities of the D.I.E. Board.~~~~

- d. ~~The D.I.E. Board will select two (2) outgoing members of the D.I.E. Board, who will be returning as members of the Students' Union, to serve on the ad hoc committee to select the Deputy Returning Officer(s) for the upcoming term. These members will be selected after the Students' Union General Election and before November 30 of each year.~~

Composition

- 4. ~~The Discipline, Interpretation and Enforcement Board will be composed of:

 - a. ~~Five (5) members of the Students' Union in their second or further years of study, who will serve as regular members;~~
 - b. ~~Five (5) members of the Students' Union in their second or further years of study, who will serve as alternate members and will sit as Board members when regular members are absent or disqualified pursuant to section 6.d. of this Bylaw.~~~~

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- Chair** 5.—a.—The Chair of the Discipline, Interpretation and Enforcement Board will be chosen by the ad hoc committee, as outlined in Section 2 of this Bylaw.
- b.—Should the Chair be absent, the Alternate Chair will be Chair, and in the absence of the Alternate Chair, a member of the Board will be elected as Chair at that meeting.
- Conduct of Business** 6.—a.—Quorum at all meetings of the Discipline, Interpretation and Enforcement Board will be five (5) members.
- Limitation on Membership** b.—No person will concurrently hold a position on the D.I.E. Board and a position on Students' Council, including any of its standing boards, committees or commissioners; and furthermore will not be a paid employee of the Students' Union.
- Duration of Appointment** c.—Members of the D.I.E. Board will hold office from October 1 of each year to September 30 of the following year.
- Incompetence of Members** d.—In the event that a charge is laid against a regular member of the D.I.E. Board or they are otherwise deemed unfit, that person will not be competent to adjudicate and will be, for that meeting, replaced by an alternate member of the D.I.E. Board. In the event that the Chair is so deemed, the Alternate Chair will replace them.
- Initiation of Action** e.—A complaint, request for interpretation, or request for enforcement proceeding must be submitted in writing to the Chair of the D.I.E. Board with a description of the facts upon which the complaint or request is based, and may be initiated by:
- i.—any person who is a member of the Students' Union;
 - ii.—any Students' Union committee, task force, board or commission, with the sole exception of the D.I.E. Board;
 - iii.—any club registered with the Students' Union;
 - iv.—the Students' Council; or,
 - v.—the Students' Union Chief Returning Officer.
- Jurisdiction** f.—A complaint or request to the D.I.E. Board may be laid against:
- i.—any member of the Students' Union thought to be in breach of a provision of the Students' Union Constitution or Bylaws, or a motion of Students' Council;
 - ii.—any Students' Union committee, task force, board, or commission, with the exception of Students' Council, thought to be in breach of a provision of the Students' Union Constitution or Bylaws, or a motion of Students' Council.

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Service of Complaint

~~g.—A copy of the complaint must be served on the person or organization charged not less than three (3) days before the hearing, excepting complaints brought under Bylaw 2100 (Elections Bylaw), where a meeting of D.I.E. Board will be convened within twenty-four (24) hours of notice having been served.~~

Call of Meeting

~~h.—Upon receipt of a complaint, request for interpretation or request for enforcement, the Chair will issue written notice to the members of the D.I.E. Board, calling a meeting within the seven (7) days following.~~

Public Meetings

~~i.—Meetings of the D.I.E. Board will be open to all members of the Students' Union, except that any meeting or part of a meeting may be closed to all persons other than those requested to appear, at the discretion of the Board.~~

Refusal to Hear

~~j.—The D.I.E. Board may decide upon consensus that there are no grounds for deliberation and refuse to hear the complaint.~~

~~k.—An interpretive decision by the D.I.E. Board will be binding on the Board until the Section or motion so interpreted is amended by Students' Council.~~

~~l.—A copy of all interpretive decisions of the D.I.E. Board will be sent to the Chair of the Internal Review Board for inclusion in the Master Copy of the Constitution and Bylaws.~~

~~m.—A copy of the judgment delivered by the D.I.E. Board will be kept on file at the Students' Union office and will be available for all Students' Union members to examine upon request.~~

Publishing of Decisions

~~n.—A full and complete copy of all decisions of the D.I.E. Board, unaltered in any manner as to content, will be published in the Official Student Newspaper not later than two (2) weeks after the decision is made or at the earliest opportunity.~~

Procedure for Hearings

~~7.—The D.I.E. Board will follow such procedures and make such findings of fact as are necessary to ensure a fair hearing and a just decision, provided that each party has an opportunity to present an argument to the Board and to question the opponent or the opponent's witness(es).~~

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- a. ~~The following outline should be followed, at the discretion and through the direction of the Chair, at all meetings of the D.I.E. Board:

 - i. ~~the Chair will invite the Appellant to state their case and call any witnesses they may have;~~
 - ii. ~~the D.I.E. Board and Defendant will then have the opportunity to individually cross-examine the Appellant and any of their witnesses;~~
 - iii. ~~in a similar manner to (i), the Chair will invite the Defendant to present their case and call any witnesses they may have;~~
 - iv. ~~the D.I.E. Board and Appellant will then have the opportunity to individually cross-examine the Defendant and any of their witnesses.~~~~

- b. ~~The D.I.E. Board may request any person to appear at a meeting of the Board whose evidence would assist the Board in making a decision.~~

- c. ~~All parties appearing before the D.I.E. Board will be entitled to be represented by counsel.~~

- d. ~~In the event of absence of one of the parties to the hearing, the D.I.E. Board may proceed with the hearing notwithstanding the party's absence.~~

- e. ~~In hearing a request or complaint, excepting complaints brought under Bylaw 2100 (Elections Bylaw), a meeting of the D.I.E. Board may be adjourned at the pleasure of the Board, but such a meeting will be reconvened within seven (7) days of adjournment to complete adjudication of the matter.~~

Appeal

- 8. ~~Decisions of the D.I.E. Board may be appealed to Students' Council through the Students' Council Appeal Advisory Board, pursuant to Bylaw 1300, excepting decisions of the D.I.E. Board related to a Students' Union election as set forth in Bylaw 2100 (Elections Bylaw).~~

Final Report

- 9. ~~The Chair will annually submit to Students' Council a final written report of activities and recommendations.~~

June 18/02 (IRB)

May 2/01

Sept 16/97

May 14/96

PROPOSED

Bylaw 1300

A Bylaw Respecting the Students' Council Appeal Advisory Board of the Students' Union

- Short Title** 1. — This Bylaw may be referred to as the "Students' Council Appeal Advisory Board".
2. — In this Bylaw:
- a. — "Board" shall mean the Students' Council Appeal Advisory Board;
 - b. — "D.I.E. Board" shall mean the Discipline, Interpretation and Enforcement Board.
- Start-up** 3. — a. — The Students' Council Appeal Advisory Board shall be appointed before 31 May of each year.
- b. — At the Changeover Meeting of Students' Council, the Incoming Chair shall announce the date of the first meeting, and it shall be the responsibility of the members at the first meeting to establish the dates of subsequent meetings.
- Mandate** 4. — A Board called the Students' Council Appeal Advisory Board shall be established annually by the Students' Council for the purpose of considering appeals of the Discipline, Interpretation and Enforcement (D.I.E.) Board decisions to determine if there are grounds for the appeal to be heard by the Students' Council.
- Composition** 5. — The Board shall be composed of:
- a. — the Speaker of the Students' Council;
 - b. — one (1) Student Councillor, as selected by Students' Council from each of the following faculties:
 - i. — Arts;
 - ii. — Business;
 - iii. — Education;
 - iv. — Engineering;
 - v. — Science.
 - c. — three (3) Student Councillors, as selected by Students' Council, from the remaining faculties not represented.

6. — ~~No person shall simultaneously hold both a position on the Students' Council Appeal Advisory Board and a position on the Students' Union Executive Committee, or both a position on the Students' Council Appeal Advisory Board and a position as a Coordinator of the Students' Union.~~
7. — ~~Members of the Board shall cease to hold office on May 30 of the year following their appointment.~~

Chair

8. — a. — ~~The Speaker of the Students' Council shall serve as the Chair.~~
- b. — ~~Should the Chair be absent, their designee shall be Chair, and in the absence of a designee, a member of the Board shall be elected as Chair at that meeting.~~

Quorum

9. — ~~Quorum shall be five (5) voting members and the Chair or acting Chair, pursuant to Section 8.~~

Conduct of Business

10. — a. — ~~Appeals brought before the Board can only be initiated by the party(s) involved in the decision of the D.I.E. Board.~~

Appeals

- b. — ~~Appeals must be submitted to the Board within thirty (30) days after the date of the decision being appealed was made.~~

Jurisdiction and Powers

11. ~~a. An appeal may be made only on the basis that there has been a miscarriage of justice in the case of the appellant.~~
- ~~b. The grounds for an appeal shall include but not be restricted to the following:~~
 - ~~i. (1) procedural error(s) on the part of D.I.E. Board;~~
 - ~~(2) failure of D.I.E. Board to consider all factors relevant to the decision being appealed;~~
 - ~~(3) bias or discrimination against the appellant on the part of D.I.E. Board.~~
 - ~~ii. (1) if, prior to the Board hearing, the appellant produces information that was not available at the D.I.E. Board meeting, the Chair of the D.I.E. Board can request that this information be heard first by the D.I.E. Board. The request by the D.I.E. Board Chair must be made prior to the start of the Board hearing.~~
 - ~~(2) in the case that new information is introduced during a hearing, it will be at the discretion of the Board, after communication with the respondent, to decide whether a new D.I.E. Board hearing should be held or whether the Board hearing should proceed.~~
 - ~~iii. Only if the appellant satisfies to the Board that there are grounds for an appeal will the Board forward the appeal to Students' Council.~~

Procedures

14. ~~a. An appeal shall be instituted by the delivery to the Speaker of the Students' Council a statement, in writing and signed by the appellant, setting forth the decision being appealed, the grounds for the appeal, and the nature of the injustice.~~
- ~~b. Within forty-eight (48) hours after receipt of a notice of appeal, the Chair must set up the time and place of the hearing and must notify the Board members.~~
- ~~c. The respondent must be notified at least twenty-four (24) hours before the Board meeting in order that they may be able to respond in writing to the appellant's appeal.~~
- ~~d. The Board hearing shall be scheduled so that the Board can report its decision to the appellant and respondent at least forty-eight (48) hours prior to the tentative Students' Council hearing.~~
- ~~e. The Board's decision shall be based upon the written documentation supplied by both the respondent and the appellant, where and which they shall decide if a miscarriage of justice may have occurred.~~

Decisions

15. ~~A simple majority vote shall decide an issue, but in the case of a tie, the Chair shall cast the deciding vote.~~

Hearings

16. ~~Hearings of the Board will be in camera unless the Board, in compliance with the request of the appellant, orders the hearing to be held as an open hearing.~~
17. ~~a. Before examination of the written documentation in full, the Board shall determine whether the appeal falls within its jurisdiction.~~
- ~~b. The Board shall also take such steps as are necessary to familiarize itself with the area of regulations that may exist in the appeal.~~
18. ~~All decisions of the Board may be overruled by the Students' Council.~~

Bylaw 3200**A Bylaw Respecting the Honoraria and Salaries Paid by the Students' Union to Term and Elected Employees**

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

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- 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.

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**Salaries
Payable**

9.
 - a. A salary will be paid to the Speaker of the Students' Council in the amount of 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 Eighty-Three (\$83.00) Dollars per meeting of Students' Council.
 - c. A salary will be paid to a member of the Executive Committee in the amount of 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 Ninety Eight (\$1098.00) Dollars per month from May 1 to August 31 and 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 Ninety Eight (\$1098.00) Dollars per month from May 1 to August 31 and 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 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 Ninety Eight (\$1098.00) Dollars per month from May 1 to August 31 and 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 Seventy-Two (\$1372.00) Dollars per month.

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i. A salary will be paid to the Director of the Student OmbudService in the amount of 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 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 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 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 Three Hundred (\$1300.00) Dollars per month.

n. An honorarium will be paid to the Chief Returning Officer in the amount of 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 Forty (\$1040.00) Dollars for the term of October 1 to April 30.

Indexing

10. The salaries and honoraria embodied in this bylaw will be changed annually by an amount equal to 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.

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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

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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.

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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.

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**Salaries
Payable**

- 9. a. A salary will be paid to the Speaker of the Students' Council in the amount of 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 Eighty-Three (\$83.00) Dollars per meeting of Students' Council.
- c. A salary will be paid to a member of the Executive Committee in the amount of 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 Ninety Eight (\$1098.00) Dollars per month from May 1 to August 31 and 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 Ninety Eight (\$1098.00) Dollars per month from May 1 to August 31 and 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 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 Ninety Eight (\$1098.00) Dollars per month from May 1 to August 31 and 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 Seventy-Two (\$1372.00) Dollars per month.~~

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- ~~i. A salary will be paid to the Director of the Student OmbudService in the amount of 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 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 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 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 Three Hundred (\$1300.00) Dollars per month.~~
- n. An honorarium will be paid to the Chief Returning Officer in the amount of 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 Forty (\$1040.00) Dollars for the term of October 1 to April 30.

Indexing

- 10. The salaries and honoraria embodied in this bylaw will be changed annually by an amount equal to 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.

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PROPOSED

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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

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Bylaw 5400

A Bylaw Respecting the Nominating Committee of the Students' Union

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

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

Group 2 Director of Student Distress Centre

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

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Group 3 Director of Student OmbudService

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

Group 4 Director of Safewalk

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

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Group 5 Director of Student Groups

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

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

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

Group 7 Academic Affairs Coordinator

- a. Nominating Committee Group "7" will be responsible for selecting a candidate for the following position:
 - i. Academic Affairs Coordinator.

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

Group 8 Community Relations Coordinator

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

Group 9 Student Activities Coordinator

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

Group 10

Speaker of Students' Council and Recording Secretary of SC

- a. Nominating Committee Group "10" will be responsible for selecting a candidate for the following position:
 - i. Speaker of Students' Council; and
 - ii. Recording Secretary of Students' Council.

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Group 11 Chief Returning Officer

- b. Nominating Committee Group "10" will consist of:
 - i. the outgoing President of the Students' Union as Chair;
 - ii. the incoming President of the Students' Union;
 - iii. one (1) student-at-large member;
 - iv. one (1) voting member of Students' Council; and
 - v. the outgoing Speaker of Students' Council, as an ex-officio member and non-voting member, for the selection of the Speaker of Students' Council only;
 - vi. the Executive Assistant, as an ex-officio member and non-voting member for the Selection of the Recording Secretary of Students' Council only.
- a. Nominating Committee Group "11" will be responsible for selecting a candidate for the following position:
 - i. Chief Returning Officer
- b. Nominating Committee "11" will consists of:
 - i. the outgoing President of the Students' Union as Chair,
 - ii. the incoming President of the Students' Union;
 - iii. one (1) student-at-large member;
 - iv. one (1) voting member of Students' Council; and,
 - v. the outgoing Chief Returning Officer.

Group 12 Presidential Boards & Committees

- a. Nominating Committee Group "12" will be responsible for selecting student-at-large members for the following:
 - i. Internal Review Board
- b. Nominating Committee Group "12" will consist of:
 - i. the outgoing President of the Students' Union, as Chair;
 - ii. the incoming President of the Students' Union;
 - iii. one (1) student-at-large member; and,
 - iv. one (1) voting member of Students' Council.

Group 13 Vice-President Academic Boards & Committees

- a. Nominating Committee Group "13" will be responsible for selecting student-at-large members for the following:
 - i. Academic Affairs Board;
 - ii. Awards Selection Committee; and,
 - iii. University Standing Committees, as required.

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- b. Nominating Committee Group "13" will consist of:
 - i. the outgoing Vice-President Academic of the, as Chair;
 - ii. the incoming Vice-President Academic of the Students' Union;
 - iii. one (1) student-at-large member; and,
 - iv. one (1) voting member of Students' Council.

Group 14 Vice-President External Boards & Committees

- a. Nominating Committee Group "14" will be responsible for selecting student-at-large members for the following:
 - i. External Affairs Board;
 - ii. Eugene Brody Funding Committee; and,
 - iii. University of Alberta Senate.

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

Group 15 Vice-President Operations & Finance Boards & Committees

- a. Nominating Committee Group "15" will be responsible for selecting student-at-large members for the following:
 - i. Financial Affairs Board;
 - ii. Golden Bear and Panda Legacy Fund Committee;
 - iii. Campus Recreation Enhancement Fund Committee;
 - iv. Access Fund Board.

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

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Group 16 Vice-President Student Life Boards & Committees

- a. Nominating Committee Group "16" will be responsible for selecting student-at-large members for the following:
 - i. Student Life Board;
 - ii. Programming Committee;
 - iii. Student Groups Committee;

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

Chair

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

Conflict of Interest

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

Conduct of Business

8.
 - a. Quorum shall be a majority of the voting members of each Nominating Committee.
 - b. An orientation seminar will be held for all members of Nominating Committee prior to 15 March each year, which will include training in interviewing and short-listing skills.
 - c. Nominating Committee will make every effort, prior to commencement of the interview process, to consult with the current Director, Coordinator, and/or the appropriate outgoing Vice-President concerning the position requirements. This will ensure the position requirements are met.

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- d. The Nominating Committee will advertise fully in two (2) consecutive issues of the Official Student Newspaper not less than one (1) week before the application deadline all positions available for students participation in the Students' Union.
- e. The Nominating Committee will shortlist and select candidates only from the applications received.
- f. Nominating Committee Groups "1" to "12" will meet at least one (1) week prior to Nominating Committee Groups "13" to "21". Unsuccessful applicants for positions considered in Groups "1" to "12" will be entitled to apply for positions contested in Groups "13" to "21".
- g. The President or their designate will make every effort to notify applicants of the scheduled interview times, including the availability of the interviewing schedule with the Receptionist in the Executive Offices at least one (1) week prior to the commencement of interviews.
- h. The recommendations of the Nominating Committee will be based on the following criteria:
 - i. qualifications of applicants;
 - ii. interest and enthusiasm;
 - iii. degree of involvement of applicants in student government to ensure widespread involvement of all interested students.
- i. The candidates selected by the nominating committee will be forwarded to Students' Council for ratification.

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Bylaw 5400

A Bylaw Respecting the Nominating Committee of the Students' Union

- Short Title** 1. This Bylaw may be referred to as the "Nominating Committee Bylaw."
- Definition** 2. In this bylaw:
a. "Student-at-large" means any member of the Students' Union who is not a member of the Executive Committee, or Students' Council or is a paid employee of the Students' Union;
b. "Council" means Students' Council;
c. "Group" means Sub-committee.
- Start-up** 3. a. ~~Sixteen (16)~~ Seven (7) student-at-large members of the Nominating Committee will be recruited by the Student Activities Coordinator.
b. Students' Council will, before 15 January in each year, select ~~sixteen (16)~~ seven (7) voting members of Students' Council to serve as members of the Nominating Committee.
c. The President or their designate will be responsible for setting the committee dates and time for each committee meeting.
- Mandate** 4. The Nominating Committee will be responsible for selecting candidates for paid term and student-at-large positions of the Students' Union, as outlined in this Bylaw, in a fair and unbiased manner.
- Composition and Duties** 5. The Nominating Committee will be divided into ~~sixteen (16)~~ seven (7) autonomous groups, with duties as follows:

a. ~~Nominating Committee Group "1" will be responsible for a selecting a candidate for the following position:~~
i. ~~Director of the Information/Registries Services~~
- Group 1
Director of
Information
Services**

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

Group 2 Director of Student Distress Centre

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

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Group 3 Director of Student OmbudService

- a. ~~Nominating Committee Group "3" will be responsible for selecting a candidate for the following position:~~
 - i. ~~Director of Student OmbudService~~

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

Group 4 Director of Safewalk

- a. ~~Nominating Committee Group "4" will be responsible for selecting a candidate for the following position:~~
 - i. ~~Director of Safewalk;~~

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

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Group 5 Director of Student Groups

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

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

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

Group 7 Academic Affairs Coordinator

- a. ~~Nominating Committee Group "7" will be responsible for selecting a candidate for the following position:~~
 - i. ~~Academic Affairs Coordinator.~~

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

Group 8 Community Relations Coordinator

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

Group 9 Student Activities Coordinator

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

Group 10 Speaker of Students' Council and Recording Secretary of SC

- a. ~~Nominating Committee Group "10" will be responsible for selecting a candidate for the following position:~~
 - i. ~~Speaker of Students' Council; and~~
 - ii. ~~Recording Secretary of Students' Council.~~

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Group 11 2 Chief Returning Officer

- b. Nominating Committee Group "11 2" will consist of:
 - i. the outgoing President of the Students' Union as Chair;
 - ii. the incoming President of the Students' Union;
 - iii. one (1) student-at-large member;
 - iv. one (1) voting member of Students' Council; and
 - v. the outgoing Speaker of Students' Council, as an ex-officio member and non-voting member, for the selection of the Speaker of Students' Council only;
 - vi. the Executive Assistant, as an ex-officio member and non-voting member for the Selection of the Recording Secretary of Students' Council only.
- a. Nominating Committee Group "11 2" will be responsible for selecting a candidate for the following position:
 - i. Chief Returning Officer
- b. Nominating Committee "11 2" will consists of:
 - i. the outgoing President of the Students' Union as Chair,
 - ii. the incoming President of the Students' Union;
 - iii. one (1) student-at-large member;
 - iv. one (1) voting member of Students' Council; and,
 - v. the outgoing Chief Returning Officer.

Group 12 3 Presidential Boards & Committees

- a. Nominating Committee Group "12 3" will be responsible for selecting student-at-large members for the following:
 - i. Internal Review Board
- b. Nominating Committee Group "12 3" will consist of:
 - i. the outgoing President of the Students' Union, as Chair;
 - ii. the incoming President of the Students' Union;
 - iii. one (1) student-at-large member; and,
 - iv. one (1) voting member of Students' Council.

Group 13 4 Vice-President Academic Boards & Committees

- a. Nominating Committee Group "13 4" will be responsible for selecting student-at-large members for the following:
 - i. Academic Affairs Board;
 - ii. Awards Selection Committee; and,
 - iii. University Standing Committees, as required.

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- b. Nominating Committee Group "~~13~~ 4" will consist of:
 - i. the outgoing Vice-President Academic of the, as Chair;
 - ii. the incoming Vice-President Academic of the Students' Union;
 - iii. one (1) student-at-large member; and,
 - iv. one (1) voting member of Students' Council.

Group 14 5 Vice-President External Boards & Committees

- a. Nominating Committee Group "14 5" will be responsible for selecting student-at-large members for the following:
 - i. External Affairs Board;
 - ii. Eugene Brody Funding Committee; and,
 - iii. University of Alberta Senate.
- b. Nominating Committee Group "14 5" will consist of:
 - i. the outgoing Vice-President External of the Students' Union, as Chair;
 - ii. the incoming Vice-President External of the Students' Union;
 - iii. one (1) student-at-large member; and,
 - iv. one (1) voting member of Students' Council.

Group 15 6 Vice-President Operations & Finance Boards & Committees

- a. Nominating Committee Group "~~15~~ 6" will be responsible for selecting student-at-large members for the following:
 - i. Financial Affairs Board;
 - ii. Golden Bear and Panda Legacy Fund Committee;
 - iii. Campus Recreation Enhancement Fund Committee;
 - iv. Access Fund Board.
- b. Nominating Committee Group "15 6" will consist of:
 - i. the outgoing Vice-President Operations & Finance of the Students' Union, as Chair;
 - ii. the incoming Vice-President Operations & Finance of the Students' Union;
 - iii. one (1) student-at-large member; and,
 - iv. one (1) voting member of Students' Council.

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**Group 16 7
Vice-President
Student Life
Boards &
Committees**

- a. Nominating Committee Group "16 7" will be responsible for selecting student-at-large members for the following:
 - i. Student Life Board;
 - ~~ii. Programming Committee;~~
 - iii. Student Groups Committee;

- b. Nominating Committee Group "16 7" will consist of:
 - i. the outgoing Vice-President Student Life of the Students' Union, as Chair;
 - i. the incoming Vice-President Student Life of the Students' Union;
 - iii. one (1) student-at-large member; and,
 - iv. one (1) voting member of Students' Council.

Chair

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

Conflict of Interest

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

**Conduct of
Business**

- 8. a. Quorum shall be a majority of the voting members of each Nominating Committee.
- b. An orientation seminar will be held for all members of Nominating Committee prior to 15 March each year, which will include training in interviewing and short-listing skills.
- c. Nominating Committee will make every effort, prior to commencement of the interview process, to consult with the current ~~Director, Coordinator,~~ and/or the appropriate outgoing Vice-President concerning the position requirements. This will ensure the position requirements are met.

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- d. The Nominating Committee will advertise fully in two (2) consecutive issues of the Official Student Newspaper not less than one (1) week before the application deadline all positions available for students participation in the Students' Union.
- e. The Nominating Committee will shortlist and select candidates only from the applications received.
- f. Nominating Committee Groups "1" to "~~12~~ 2" will meet at least one (1) week prior to Nominating Committee Groups "~~13~~ 3" to "~~21~~ 7". Unsuccessful applicants for positions considered in Groups "1" to "~~12~~ 2" will be entitled to apply for positions contested in Groups "13" to "~~21~~ 7".
- g. The President or their designate will make every effort to notify applicants of the scheduled interview times, including the availability of the interviewing schedule with the Receptionist in the Executive Offices at least one (1) week prior to the commencement of interviews.
- h. The recommendations of the Nominating Committee will be based on the following criteria:
 - i. qualifications of applicants;
 - ii. interest and enthusiasm;
 - iii. degree of involvement of applicants in student government to ensure widespread involvement of all interested students.
- i. The candidates selected by the nominating committee will be forwarded to Students' Council for ratification.

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Bylaw 7000

A Bylaw Respecting the Student Services of the Students' Union

1. This bylaw may be referred to as the "Student Services Bylaw."
2. For the purposes of this bylaw:
 - (a) "member" shall be a member of the Students' Union, as defined in Article I of the Students' Union Constitution; and
 - (b) "University" shall be the University of Alberta.
3. This Bylaw shall govern the Student Services of the Students' Union, which shall consist of:
 - (a) Information Services;
 - (b) Safewalk;
 - (c) the Student Distress Centre;
 - (d) the Environmental Co-ordination Office of Students;
 - (e) Student Group Services;
 - (f) The OmbudService;
 - (g) the Student Financial Aid Information Centre;
 - (h) the Centre for Student Development; and
 - (i) the Student Handbook.
4. Those services set out in Sections 3(a) through 3(e) shall each be administered by a Director, such Director:
 - (a) to be appointed annually by Students' Council to serve a term lasting from May 1 to the following April 30;
 - (b) to work for a minimum of thirty (30) hours per week;
 - (c) to report to the General Manager or designate; and
 - (d) to be required to be a member during the Fall and Winter terms of his/her term in office.
5. The OmbudService shall be administered by two Directors, such Directors each:
 - (a) to be appointed by Students' Council in alternating years to serve a term lasting from May 1 to the April 30 in the second year following his/her appointment;
 - (b) to work for a minimum of thirty (30) hours per week;
 - (c) to report to the General Manager or designate; and
 - (d) to be required to be a member during each Fall and Winter term of his/her term in office.
6. The services set out in Sections 3 (g) and 3 (h) shall each be administered by a Director, such Director:

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- (a) to be appointed by the Executive Committee to serve indefinitely; and
 - (b) to report to the General Manager of designate.
7. The Student Handbook shall be administered by the Vice President (Student Life).
8. Information Services shall:
- (a) provided information desks at a variety of locations around campus to be staffed by members trained in the provision of a diversity of information about the University;
 - (b) maintain publicly available listings of data useful to students; and
 - (c) provide such related services as may be required by the Executive Committee.
9. Safewalk shall:
- (a) be a volunteer-run service wherein members no wishing to walk alone in the evening are accompanied by volunteers while walking around the University campus and surrounding areas; and
 - (b) provide such related services as may be required by the Executive Committee.
10. The Student Distress Centre shall:
- (a) be a volunteer-run service wherein members can receive free and confidential peer-counseling and referrals to related services; and
 - (b) provide such related services as may be required by the Executive Committee.
11. The Environmental Co-ordination Office of Students shall:
- (a) advise members, the Students' Union, and the University on the incorporation of environmental awareness into their regular activities; and
 - (b) provide such related services as may be required by the Executive Committee.
12. Student Group Services shall:
- (a) register, support, and raise awareness of groups composed primarily of members; and
 - (b) provide such related services as may be required by the Executive Committee.
13. The OmbudService shall:
- (a) advise members on University regulations;

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- (b) recommend to the Executive Committee that funding be provided to a given member for legal help in appealing University decisions; and
- (c) provide such related services as may be required by the Executive Committee.

14. The Student Financial Aid Information Centre shall:

- (a) advise members on University, government, and private bursaries and loans;
- (b) advise members on financial management; and
- (c) provide such related services as be required by the Executive Committee.

15. The Centre for Student Development shall:

- (a) provide an Orientation program for members in their first year as members;
- (b) advise members on being successful University undergraduate students;
- (c) provide an Academic Guidance Centre; and
- (d) provide such related services as may be required by the Executive Committee.

16. The Student Handbook shall include:

- (a) a summary of the Students' Union;
- (b) a summary of the University and its regulations;
- (c) a message from the President of the University and the Executive Committee;
- (d) a planning calendar; and
- (e) such other information as the Vice President (Student Life) deems appropriate.

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Bylaw 7000 A Bylaw Respecting the Student Services of the Students' Union

1. This bylaw may be referred to as the "Student Services Bylaw."
2. For the purposes of this bylaw:
 - (a) "member" shall be a member of the Students' Union, as defined in Article I of the Students' Union Constitution; and
 - (b) "University" shall be the University of Alberta.
3. ~~This Bylaw shall govern the Student Services of the Students' Union, which shall consist of:~~
 - ~~(a) Information Services;~~
 - ~~(b) Safewalk;~~
 - ~~(c) the Student Distress Centre;~~
 - ~~(d) the Environmental Co-ordination Office of Students;~~
 - ~~(e) Student Group Services;~~
 - ~~(f) The OmbudService;~~
 - ~~(g) the Student Financial Aid Information Centre;~~
 - ~~(h) the Centre for Student Development; and~~
 - ~~(i) the Student Handbook.~~
4. ~~Those services set out in Sections 3(a) through 3(e) shall each be administered by a Director, such Director:~~
 - ~~(a) to be appointed annually by Students' Council to serve a term lasting from May 1 to the following April 30;~~
 - ~~(b) to work for a minimum of thirty (30) hours per week;~~
 - ~~(c) to report to the General Manager or designate; and~~
 - ~~(d) to be required to be a member during the Fall and Winter terms of his/her term in office.~~
5. ~~The OmbudService shall be administered by two Directors, such Directors each:~~
 - ~~(a) to be appointed by Students' Council in alternating years to serve a term lasting from May 1 to the April 30 in the second year following his/her appointment;~~
 - ~~(b) to work for a minimum of thirty (30) hours per week;~~
 - ~~(c) to report to the General Manager or designate; and~~
 - ~~(d) to be required to be a member during each Fall and Winter term of his/her term in office.~~
6. ~~The services set out in Sections 3 (g) and 3 (h) shall each be administered by a Director, such Director:~~

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- ~~(a) to be appointed by the Executive Committee to serve indefinitely; and~~
- ~~(b) to report to the General Manager of designate.~~

7. The Student Handbook shall be administered by the Vice President (Student Life).

8. Information Services shall:

- (a) provided information desks at a variety of locations around campus to be staffed by members trained in the provision of a diversity of information about the University;
- (b) maintain publicly available listings of data useful to students; and
- (c) provide such related services as may be required by the Executive Committee.

9. Safewalk shall:

- (a) be a volunteer-run service wherein members no wishing to walk alone in the evening are accompanied by volunteers while walking around the University campus and surrounding areas; and
- (b) provide such related services as may be required by the Executive Committee.

10. The Student Distress Centre shall:

- (a) be a volunteer-run service wherein members can receive free and confidential peer-counseling and referrals to related services; and
- (b) provide such related services as may be required by the Executive Committee.

11. The Environmental Co-ordination Office of Students shall:

- (a) advise members, the Students' Union, and the University on the incorporation of environmental awareness into their regular activities; and
- (b) provide such related services as may be required by the Executive Committee.

12. Student Group Services shall:

- (a) register, support, and raise awareness of groups composed primarily of members; and
- (b) provide such related services as may be required by the Executive Committee.

13. The OmbudService shall:

- (a) advise members on University regulations;

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- (b) recommend to the Executive Committee that funding be provided to a given member for legal help in appealing University decisions; and
- (c) provide such related services as may be required by the Executive Committee.

14. The Student Financial Aid Information Centre shall:

- (a) advise members on University, government, and private bursaries and loans;
- (b) advise members on financial management; and
- (c) provide such related services as be required by the Executive Committee.

15. The Centre for Student Development shall:

- (a) provide an Orientation program for members in their first year as members;
- (b) advise members on being successful University undergraduate students;
- (c) provide an Academic Guidance Centre; and
- (d) provide such related services as may be required by the Executive Committee.

16. The Student Handbook shall include:

- (a) a summary of the Students' Union;
- (b) a summary of the University and its regulations;
- (c) a message from the President of the University and the Executive Committee;
- (d) a planning calendar; and
- (e) such other information as the Vice President (Student Life) deems appropriate.

Bylaw 9100**A Bylaw Respecting the Involvement Recognition Awards of the Students' Union**

- | | |
|---|--|
| Awards | 1. The Students' Union will present awards to students who have made outstanding contributions to student life and/or have attained high academic achievements. |
| Finances | 2. These awards will be funded by an account entitled the "Student Involvement Endowment Fund", corporate sponsorship, and the Students' Union. |
| Student Involvement Endowment Fund | <ul style="list-style-type: none">a. The purpose of the Student Involvement Endowment Fund is to provide a permanent means of funding the Students' Union Involvement Recognition Awards as detailed in this Bylaw.b. The principal of the Student Involvement Endowment Fund will be increased each year by means of a Fifty (\$0.50) Cent per student per term levy on Students' Union fees, and by means of corporate or personal donations.c. Up to eight and one-half (8.5%) percent of the value of the Endowment account will be directed annually to the budget category designated to cover the costs of the Students' Union Involvement Recognition Awards. Interest generated over and above the eight and one-half (8.5%)percent will be reinvested in the Endowment account.d. In the instance where the eight and one-half (8.5%) percent pay-out from the fund is greater than that needed to cover the existing awards listed in this Bylaw, the surplus will be reinvested in the Endowment account. |

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Nov. 27/01
May 2/01

Procedure

3.
 - a. Awards will be described and advertised in at least four (4) editions of the Official Student Newspaper, with the final advertisement appearing no less than one (1) week before the application deadline.
 - b. The Awards Selection Committee will receive nominations of and applications from persons worthy of awards from all available sources.
 - c. The deadline for application for any Students' Union award(s) will be the first Monday in February.
 - d. The Awards Selection Committee will select persons who are worthy of receiving awards from the list of those nominated and will submit the names of those selected to Students' Council for ratification no later than the last Friday in February, of each year.
 - e. Names of the selected award recipients will be advertised in at least two (2) issues of the Official Student Newspaper.

Eligibility

4.
 - a. No person who is a member of the Executive Committee, or who is currently under employment contract with the Students' Union will be eligible to receive a Students' Union Involvement Award under this Bylaw during their term of office. The Gold Key Recognition Award will be administered as per Section 13 of this Bylaw.

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- b. To qualify for an award, with the exception of the Gold Key Recognition Award, the applicant must be a member of the Students' Union as defined in Article I, Section 2 of the Constitution.
- c. With the exception of the Students' Union Award for Excellence and the Gold Key Recognition Award, a student may apply for a maximum of three student involvement awards but need only to submit one application package. The Awards Selection Committee reserves the ability to consider an applicant for awards they have not applied for. A separate application package must be submitted for the Students' Union Award for Excellence and the Gold Key Recognition Award.
- d. A student will be entitled to receive only one (1) Students' Union Involvement Award for the year in which they applied. A student is ineligible to receive an award previously received, unless otherwise stipulated in the award description.
- e. Each applicant/nominee, except for Gold Key Recognition Award nominees, will be required to submit:
 - i. two (2) letters of recommendation with the application;
 - ii. a personal essay, of no more than three hundred (300) words if applying for a Students' Union Involvement Award or of no more than five hundred (500) words if applying for the Students' Union Award for Excellence, explaining why they qualify for a student involvement award; the essay included in the Students' Union Award for Excellence application package will be specific to the criteria of that award;
 - iii. a two (2) page resume, and,
 - iv. a current transcript where indicated as necessary
- f. Members of the Awards Selection Committee cannot nominate or write letters of reference for Student Involvement Award applicants. Members of the committee are also ineligible to receive an award.

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- Form of Awards**
5. a. With the exception of the corporate sponsorship awards, an award made by the Students' Union may take any form decided upon by the Awards Selection Committee.
 - b. i. In each year, the Students' Union will present two (2) awards in each category, with the exception of the Students' Union Award for Excellence, The Java Jive Merchants Ltd. Award, and the Gold Key Recognition Award.
- Presentation**
6. The presentation of all awards will be administered by the Awards Selection Committee prior to the end of the winter term of each academic year.
- Alberta Treasury Branches Involvement Award**
7. Established by Alberta Treasury Branches to recognize students who maintain a high scholastic record while contributing volunteer time to the community.
 - a. To qualify for this award, a student must:
 - i. be enrolled in a business related program;
 - ii. be a Canadian citizen, who has been a resident of Alberta for five (5) years.
 - b. Priority will be given to those demonstrating financial need.
 - c. The Alberta Treasury Branches Involvement Award consists of two five hundred (\$500.00) Dollar monetary prizes.

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**Anne Louise
Mundell
Humanitarian
Award**

8. Established to perpetuate the memory of Anne Louise (MacLeod) Mundell, a student at the University of Alberta from 1915 to 1919. Her activities at the University of Alberta included the Dramatic Society, the Literary Society, the Soldiers' Comfort Club, and the Wauneita Society.
 - a. To qualify for this award, a student must:
 - i. be involved in charity/volunteer work; and,
 - ii. be an active member of a club contributing to the development of the arts and culture on campus.
 - b. The Anne Louise Mundell Humanitarian Award consists of two seven hundred and fifty (\$750.00) Dollar monetary prizes, two one hundred and fifty (\$150.00) Dollar bookstore gift certificates, an engraved plaque and the recipient's name engraved on the trophy.

**Cristal Mar
Memorial Award**

9. Established to remember and celebrate Cristal's contributions to the University of Alberta until she passed away in 1995. While working towards her acceptance into the Faculty of Pharmacy, Cristal balanced significant contributions to the university community with academic excellence. She was an active member of Safewalk and played a key role in the inaugural 1995 National Campus Safety Conference.
 - a. To qualify for this award, a student must:
 - i. be a full time student who has contributed to the greater campus community and demonstrates compassion towards fellow students.
 - b. Priority will be given to students involved in a campus safety organization.
 - c. The Cristal Mar Memorial Award consist of two seven hundred and fifty (\$750.00) Dollar monetary prizes, two one hundred and fifty (\$150.00) Dollar bookstore gift certificates and an engraved plaque.

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**Dean Mortensen
Award**

10. Established to perpetuate the memory of Dean Mortensen, a first year Science student at the University of Alberta, and resident of St. Joseph's College who tragically disappeared on January 23, 1992 and has not since been found. Dean Mortensen contributed to student life in many ways, namely through his dedication and commitment to St. Joseph's College and the St. Joseph's Rangers.
 - a. To qualify for this award, a student must:
 - i. show strong participation in the University's campus recreation and intramural programs;
 - ii. demonstrate strong leadership skills and a dedication to others; and,
 - iii. contribute towards a safer and more secure campus atmosphere at the University of Alberta.
 - b. The Dean Mortensen Award consist of two seven hundred and fifty (\$750.00) Dollar monetary prizes, two one hundred and fifty (\$150.00) Dollar bookstore gift certificates and an engraved plaque.

**Dr. Randy Gregg
Athletics Award**

11. Dr. Randy Gregg was a student at the University of Alberta from 1972 to 1980, receiving a Bachelor of Science and a Doctor of Medicine degree. He was a key player on the Golden Bears Hockey team and, as captain in 1979, led the team to National Championship. Randy Gregg represented Canada as a member of the hockey team in the 1980 Winter Olympic Games, and went on to join the Edmonton Oilers in 1983.
 - a. To qualify for this award, a student must:
 - i. be involved in athletics;
 - ii. demonstrate strong leadership skills; and,
 - iii. contribute to student life at the University of Alberta.
 - b. The Randy Gregg Athletics Award consists of two seven hundred and fifty (\$750.00) Dollar monetary prizes, two one hundred and fifty (\$150.00) Dollar bookstore gift certificates, an engraved plaque and the recipient's name engraved on the trophy.

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**Eugene L. Brody
Award**

12. Established to perpetuate the memory of Eugene L. Brody, B.A., B.Sc., a student at the University of Alberta for twenty-three years who had cerebral palsy and was able to make outstanding contributions in extra-curricular activities. Eugene Brody's contributions were made with a strong personal philosophy, "To have a full life, one has to struggle every step of the way."
- a. To qualify for this Award, a student must:
- i. have a satisfactory Grade Point Average within the academic year in which the award is presented (however, academic standing will be a consideration in determining the winner); and,
 - ii. have made a valuable contribution in extra-curricular campus activities.
- b. The Eugene L. Brody Award consists of two seven hundred and fifty (\$750.00) Dollar monetary prizes, two one hundred and fifty (\$150.00) Dollar bookstore gift certificates, an engraved plaque and the recipient's name engraved on the trophy.

**Gold Key
Recognition Award**

13. Established by Students' Union President Tevie Miller in 1950 to recognize the best on campus for their outstanding work in extra curricular activities. This honor was bestowed upon those people who had contributed greatly to making the University of Alberta a better place.

The Gold Key Society lapsed in 1970 and was revived in 1990 to recognize the large number of individuals responsible for "Building a Better Campus Community", and is open to all members of the University community, with the exception of the Students' Union Executive Committee.

- a. The Gold Key Selection Committee will have the discretion to award up to twenty-five (25) Gold Key Recognition Awards to recognize outstanding work in student government; volunteer activities; student organizations; student services; and, community service.

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**Hilda Wilson
Memorial Volunteer
Recognition Award**

14. Established to recognize qualities of congeniality and humanitarian dedication. At age 57, Hilda Wilson entered the Faculty of Law after two years in the Faculty of Arts at the University of Alberta. Unsurpassed in her dedication to her fellow students, Hilda's enthusiasm and energetic confidence as a volunteer endeared her to many.
 - a. To qualify for this award, a student must:
 - i. be a volunteer member of a Students' Union, University of Alberta or community service organization; and,
 - ii. demonstrate a sincere dedication to others.
 - b. The Hilda Wilson Memorial Volunteer Recognition Award consists of two seven hundred and fifty (\$750.00) Dollar monetary prizes, two one hundred and fifty (\$150.00) Dollar bookstore gift certificates, an engraved plaque and the recipient's name engraved on the trophy.

**Hooper-Munroe
Academic Award**

15. Named for Major R.C.W. Hooper, the past Dean of Men, and Miss Isobel Munroe, the past Dean of Women, the Hooper-Munroe Academic Award is intended to reward students who achieve academic excellence in the Spring and Summer Term.
 - a. To qualify for this award, a student must:
 - i. have earned a minimum of 9 credits during the Spring and/or Summer Term in the year in which the student applies;
 - ii. have a minimum 7.5 Grade Point Average and possess the highest Grade Point Average over the Spring and Summer Term of all those who apply; and,
 - iii. have not previously received this award.
 - b. In the event that a distinction cannot be drawn on the basis of Grade Point Average, involvement in extra-curricular activities in the University and/or community will be considered.

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- c. The Hooper-Munroe Academic Award consists of two four hundred (\$400.00) Dollar monetary prizes and the recipient's name engraved on the trophy. One (1) prize will be awarded to a male recipient and one (1) prize will be awarded to a female recipient.

**Java Jive Merchants
Ltd. Award**

16. As a component of its lease agreement with the Students' Union, each year the Java Jive Merchants Ltd. will provide One Thousand Five Hundred (\$1500.00) Dollars in awards
 - a. To qualify for this award, a student must:
 - i. combine service to the community and campus involvement;
 - ii. demonstrate leadership qualities; and,
 - iii. have a satisfactory academic standing.
 - b. The Java Jive Merchants Ltd. Award consists of three five hundred (\$500.00) Dollar monetary prizes.

**Lorne Calhoun
Memorial Award**

17. Established to perpetuate the memory of Lorne Calhoun, B.A., a student at the University of Alberta from 1946 until his death in 1951, Lorne Calhoun was active in debating (President of the Debating Society, founder of Debating Union, twice a member of the McGoun Cup Interservice team), national and international organizations (member of International Relations Club, Chairman of Alberta Committee of International Student Services, executive member of Political Science Club, Speaker of Parliamentary Forum), and miscellaneous organizations (*The Gateway*, History Club, Men's Economics Club, Philosophical Society, Arts and Science Club, University religious groups, chess and athletics).

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- a. To qualify for this award, the candidate must:
 - i. have been an active member in a University of Alberta club and/or Faculty Association;
 - ii. not have previously received this award.
- b. The Lorne Calhoun Memorial Award consists of two seven hundred and fifty (\$750.00) Dollar monetary prizes, two one hundred and fifty (\$150.00) Dollar bookstore gift certificates, an engraved plaque and the recipient's name engraved on the trophy.

**Maimie Shaw
Simpson Book Prize**

18. Established to honour Miss Maimie Shaw Simpson, first Dean of Women at the University of Alberta.
 - a. To qualify for this award, the candidate must:
 - i. have made an outstanding contribution to campus life through hard work and leadership;
 - ii. preference will be given to those who have made an outstanding contribution to the advancement of women on this campus.
 - b. The Maimie Shaw Simpson Book Prize consists of two seven hundred and fifty (\$750.00) Dollar monetary prizes, two one hundred and fifty (\$150.00) Dollar bookstore gift certificates, an engraved plaque and the recipient's name engraved on the trophy.

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**Royal Bank
Financial Group
Involvement Award**

19. Established by the Royal Bank Financial Group to acknowledge individuals who complement their educational experience with extra-curricular involvement.
 - a. To qualify for this award, a student must:
 - i. demonstrate a combination of volunteerism, leadership and participation, both on campus and in the greater Edmonton community.
 - b. The Royal Bank Financial Group Involvement Award consists of two five hundred (\$500.00) Dollar monetary prizes.

**Royal Bank
Student
Faculty
Association
Involvement
Award**

20. Established by the Royal Bank Financial Group to acknowledge excellent service to students through involvement in a student faculty association at the University of Alberta.
 - a. To qualify for this award, a student must:
 - i. be an executive member of a student faculty association at the University of Alberta;
 - ii. have made an outstanding contribution to students they represent;
 - iii. demonstrate strong leadership skills;
 - iv. academic standing is a consideration.
 - b. The Royal Bank Student Faculty Association Involvement Award is renewed annually by the Royal Bank and is dependent upon and financed through revenue received from their Visa Credit Card sales to students.

**Students' Union
Award For
Excellence**

21. Each year, the Students' Union will award a student with a gold medal for excellence in curricular and extra-curricular activities while at the University of Alberta. The student will also be awarded one thousand five hundred (\$1500.00) Dollars by the Students' Union.
 - a. Selection will be made on the basis of faculty and student submissions of applications to the Awards Selection Committee.

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- b. To qualify for this award, candidates must:
 - i. be in their graduating year;
 - ii. have attained a minimum Grade Point Average of 7.5 in 60 credits taken within the previous two (2) years;
 - iii. be involved in extra-curricular activities in the University and/or community; and,
 - iv. demonstrate an ability to work well with students, staff, and the general public.
- c. The Committee's decision will be announced at the Students' Council meeting immediately following the selection of the winner and will also be published in the Official Student Newspaper. The Vice-President Academic will publish a press release announcing the winner.
- d. The Students' Union Award For Excellence consists of a one thousand five hundred (\$1500.00) Dollar monetary prize, a medallion and the recipient's name engraved on the trophy.

Subway Sandwiches Award 22. As a component of its lease agreement with the Students' Union, each year Subway Sandwiches will provide One Thousand (\$1000.00) Dollars in awards.

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- a. To qualify for this award, a student must:
 - i. be a student in a full time program leading to an undergraduate degree;
 - ii. maintain a strong academic standing,
 - iii. actively involved in extra-curricular activities in the University and or community,
 - iv. actively employed with Subway (SUB or Newton Place locations only)

- b. The Subway Sandwiches Award consists of 2 five hundred (\$500.00) Dollar monetary prizes. One award (\$500.00) will be given to a student meeting all four qualifications and one award (\$500.00) will be given to a student meeting the first three qualifications.

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**Tevie Miller
Involvement Award**

23. Established to recognize the outstanding commitment and dedication of the Honorable Associate Chief Justice Tevie H. Miller. Justice Miller was a Students' Union President. Subsequent to convocation, Justice Miller continued his involvement as President of the Alumni Association, and in 1980 was elected as a member of the University Senate. In 1986, Tevie Miller was elected Chancellor of the University of Alberta.
- a. To qualify for this award, a student must:
 - i. be an active member of a club or association at the University of Alberta; and,
 - ii. demonstrate strong leadership skills.
 - b. The candidate may not receive a salary or honorarium from the said club or association.
 - c. The Tevie Miller Involvement Award consists of two seven hundred and fifty (\$750.00) Dollar monetary prizes, two one hundred and fifty (\$150.00) Dollar bookstore certificates, an engraved plaque and the recipient's name engraved on the trophy.

**Tom Lancaster
Award**

24. Established to perpetuate the memory of Tom Lancaster, General Manager for the Students' Union from 1989-1991. Tom Lancaster brought stability and warmth to the Students' Union through his concern and care for students.
- a. To qualify for this award, a student must:
 - i. have made an outstanding contribution to student life on campus through dedication and strong commitment to others; and,
 - v. show active involvement and leadership in the Students' Union through volunteer work, or participation within a Students' Union Club or Service.
 - b. The Tom Lancaster Award consists of two seven hundred and fifty (\$750.00) Dollar monetary prizes, two one hundred and fifty (\$150.00) Dollar bookstore certificates and a plaque.

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**Walter A.
Dinwoodie Award**

25. Established to perpetuate the memory of Walter A. Dinwoodie, Permanent Business Manager of the Students' Union from 1949-1962.
 - a. To qualify for this award, the candidate must have made an outstanding contribution to student life through active volunteer work for a public service club registered with the Students' Union and/or a Students' Union service.
 - b. Persons who receive a salary, honorarium, or any other monetary remuneration for their work in the above organizations will not be eligible to receive this award.
 - c. This award may be granted annually to an undergraduate student in a full-time program leading to an undergraduate degree.
 - d. The Walter A. Dinwoodie Award consists of two seven hundred and fifty (\$750.00) Dollar monetary prizes, two one hundred and fifty (\$150.00) Dollar bookstore certificates, an engraved plaque and the recipient's name engraved on the trophy.

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Bylaw 9100

A Bylaw Respecting the Involvement Recognition Awards of the Students' Union

- | | |
|---|--|
| Awards | 1. The Students' Union will present awards to students who have made outstanding contributions to student life and/or have attained high academic achievements. |
| Finances | 2. These awards will be funded by an account entitled the "Student Involvement Endowment Fund", corporate sponsorship, and the Students' Union. |
| Student Involvement Endowment Fund | <ul style="list-style-type: none">a. The purpose of the Student Involvement Endowment Fund is to provide a permanent means of funding the Students' Union Involvement Recognition Awards as detailed in this Bylaw.b. The principal of the Student Involvement Endowment Fund will be increased each year by means of a Fifty (\$0.50) Cent per student per term levy on Students' Union fees, and by means of corporate or personal donations.c. Up to eight and one-half (8.5%) percent of the value of the Endowment account will be directed annually to the budget category designated to cover the costs of the Students' Union Involvement Recognition Awards. Interest generated over and above the eight and one-half (8.5%)percent will be reinvested in the Endowment account.d. In the instance where the eight and one-half (8.5%) percent pay-out from the fund is greater than that needed to cover the existing awards listed in this Bylaw, the surplus will be reinvested in the Endowment account. |

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Procedure

3. a. Awards will be described and advertised in at least four (4) editions of the Official Student Newspaper, with the final advertisement appearing no less than one (1) week before the application deadline.
- b. The Awards Selection Committee will receive nominations of and applications from persons worthy of awards from all available sources.
- c. The deadline for application for any Students' Union award(s) will be the first Monday in February.
- d. The Awards Selection Committee will select persons who are worthy of receiving awards from the list of those nominated and will submit the names of those selected to Students' Council for ratification no later than the last Friday in February, of each year.
- e. Names of the selected award recipients will be advertised in at least two (2) issues of the Official Student Newspaper.

Eligibility

4. a. No person who is a member of the Executive Committee, or who is currently under employment contract with the Students' Union will be eligible to receive a Students' Union Involvement Award under this Bylaw during their term of office. The Gold Key Recognition Award will be administered as per Section 13 of this Bylaw.

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- b. To qualify for an award, with the exception of the Gold Key Recognition Award, the applicant must be a member of the Students' Union as defined in Article I, Section 2 of the Constitution.
- c. With the exception of the Students' Union Award for Excellence and the Gold Key Recognition Award, a student may apply for a maximum of three student involvement awards but need only to submit one application package. The Awards Selection Committee reserves the ability to consider an applicant for awards they have not applied for. A separate application package must be submitted for the Students' Union Award for Excellence and the Gold Key Recognition Award.
- d. A student will be entitled to receive only one (1) Students' Union Involvement Award for the year in which they applied. A student is ineligible to receive an award previously received, unless otherwise stipulated in the award description.
- e. Each applicant/nominee, except for Gold Key Recognition Award nominees, will be required to submit:
 - i. two (2) letters of recommendation with the application;
 - ii. a personal essay, of no more than three hundred (300) words if applying for a Students' Union Involvement Award or of no more than five hundred (500) words if applying for the Students' Union Award for Excellence, explaining why they qualify for a student involvement award; the essay included in the Students' Union Award for Excellence application package will be specific to the criteria of that award;
 - iii. a two (2) page resume, and,
 - iv. a current transcript where indicated as necessary
- f. Members of the Awards Selection Committee cannot nominate or write letters of reference for Student Involvement Award applicants. Members of the committee are also ineligible to receive an award.

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- Form of Awards**
5. a. With the exception of the corporate sponsorship awards, an award made by the Students' Union may take any form decided upon by the Awards Selection Committee.
 - b. i. In each year, the Students' Union will present two (2) awards in each category, with the exception of the Students' Union Award for Excellence, ~~The Java Jive Merchants Ltd.~~ Award, and the Gold Key Recognition Award.

- Presentation**
6. The presentation of all awards will be administered by the Awards Selection Committee prior to the end of the winter term of each academic year.

- ~~Alberta Treasury Branches Involvement Award~~**
- ~~7. Established by Alberta Treasury Branches to recognize students who maintain a high scholastic record while contributing volunteer time to the community.~~
 - ~~a. To qualify for this award, a student must:~~
 - ~~i. be enrolled in a business related program;~~
 - ~~ii. be a Canadian citizen, who has been a resident of Alberta for five (5) years.~~
 - ~~b. Priority will be given to those demonstrating financial need.~~
 - ~~c. The Alberta Treasury Branches Involvement Award consists of two five hundred (\$500.00) Dollar monetary prizes.~~

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**Anne Louise
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 - a. To qualify for this award, a student must:
 - i. be involved in charity/volunteer work; and,
 - ii. be an active member of a club contributing to the development of the arts and culture on campus.
 - b. The Anne Louise Mundell Humanitarian Award consists of two seven hundred and fifty (\$750.00) Dollar monetary prizes, two one hundred and fifty (\$150.00) Dollar bookstore gift certificates, an engraved plaque and the recipient's name engraved on the trophy.

**Cristal Mar
Memorial Award**

9. Established to remember and celebrate Cristal's contributions to the University of Alberta until she passed away in 1995. While working towards her acceptance into the Faculty of Pharmacy, Cristal balanced significant contributions to the university community with academic excellence. She was an active member of Safewalk and played a key role in the inaugural 1995 National Campus Safety Conference.
 - a. To qualify for this award, a student must:
 - i. be a full time student who has contributed to the greater campus community and demonstrates compassion towards fellow students.
 - b. Priority will be given to students involved in a campus safety organization.
 - c. The Cristal Mar Memorial Award consist of two seven hundred and fifty (\$750.00) Dollar monetary prizes, two one hundred and fifty (\$150.00) Dollar bookstore gift certificates and an engraved plaque.

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**Dean Mortensen
Award**

10. Established to perpetuate the memory of Dean Mortensen, a first year Science student at the University of Alberta, and resident of St. Joseph's College who tragically disappeared on January 23, 1992 and has not since been found. Dean Mortensen contributed to student life in many ways, namely through his dedication and commitment to St. Joseph's College and the St. Joseph's Rangers.
 - a. To qualify for this award, a student must:
 - i. show strong participation in the University's campus recreation and intramural programs;
 - ii. demonstrate strong leadership skills and a dedication to others; and,
 - iii. contribute towards a safer and more secure campus atmosphere at the University of Alberta.
 - b. The Dean Mortensen Award consist of two seven hundred and fifty (\$750.00) Dollar monetary prizes, two one hundred and fifty (\$150.00) Dollar bookstore gift certificates and an engraved plaque.

**Dr. Randy Gregg
Athletics Award**

11. Dr. Randy Gregg was a student at the University of Alberta from 1972 to 1980, receiving a Bachelor of Science and a Doctor of Medicine degree. He was a key player on the Golden Bears Hockey team and, as captain in 1979, led the team to National Championship. Randy Gregg represented Canada as a member of the hockey team in the 1980 Winter Olympic Games, and went on to join the Edmonton Oilers in 1983.
 - a. To qualify for this award, a student must:
 - i. be involved in athletics;
 - ii. demonstrate strong leadership skills; and,
 - iii. contribute to student life at the University of Alberta.
 - b. The Randy Gregg Athletics Award consists of two seven hundred and fifty (\$750.00) Dollar monetary prizes, two one hundred and fifty (\$150.00) Dollar bookstore gift certificates, an engraved plaque and the recipient's name engraved on the trophy.

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Award**

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 - a. To qualify for this Award, a student must:
 - i. have a satisfactory Grade Point Average within the academic year in which the award is presented (however, academic standing will be a consideration in determining the winner); and,
 - ii. have made a valuable contribution in extra-curricular campus activities.
 - b. The Eugene L. Brody Award consists of two seven hundred and fifty (\$750.00) Dollar monetary prizes, two one hundred and fifty (\$150.00) Dollar bookstore gift certificates, an engraved plaque and the recipient's name engraved on the trophy.

**Gold Key
Recognition Award**

13. Established by Students' Union President Tevie Miller in 1950 to recognize the best on campus for their outstanding work in extra curricular activities. This honor was bestowed upon those people who had contributed greatly to making the University of Alberta a better place.

The Gold Key Society lapsed in 1970 and was revived in 1990 to recognize the large number of individuals responsible for "Building a Better Campus Community", and is open to all members of the University community, with the exception of the Students' Union Executive Committee.

- a. The Gold Key Selection Committee will have the discretion to award up to twenty-five (25) Gold Key Recognition Awards to recognize outstanding work in student government; volunteer activities; student organizations; student services; and, community service.

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**Hilda Wilson
Memorial Volunteer
Recognition Award**

14. Established to recognize qualities of congeniality and humanitarian dedication. At age 57, Hilda Wilson entered the Faculty of Law after two years in the Faculty of Arts at the University of Alberta. Unsurpassed in her dedication to her fellow students, Hilda's enthusiasm and energetic confidence as a volunteer endeared her to many.
 - a. To qualify for this award, a student must:
 - i. be a volunteer member of a Students' Union, University of Alberta or community service organization; and,
 - ii. demonstrate a sincere dedication to others.
 - b. The Hilda Wilson Memorial Volunteer Recognition Award consists of two seven hundred and fifty (\$750.00) Dollar monetary prizes, two one hundred and fifty (\$150.00) Dollar bookstore gift certificates, an engraved plaque and the recipient's name engraved on the trophy.

**Hooper-Munroe
Academic Award**

15. Named for Major R.C.W. Hooper, the past Dean of Men, and Miss Isobel Munroe, the past Dean of Women, the Hooper-Munroe Academic Award is intended to reward students who achieve academic excellence in the Spring and Summer Term.
 - a. To qualify for this award, a student must:
 - i. have earned a minimum of 9 credits during the Spring and/or Summer Term in the year in which the student applies;
 - ii. have a minimum 7.5 Grade Point Average and possess the highest Grade Point Average over the Spring and Summer Term of all those who apply; and,
 - iii. have not previously received this award.
 - b. In the event that a distinction cannot be drawn on the basis of Grade Point Average, involvement in extra-curricular activities in the University and/or community will be considered.

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- c. The Hooper-Munroe Academic Award consists of two four hundred (\$400.00) Dollar monetary prizes and the recipient's name engraved on the trophy. One (1) prize will be awarded to a male recipient and one (1) prize will be awarded to a female recipient.

**Java Jive Merchants
Ltd. Award**

- ~~16. As a component of its lease agreement with the Students' Union, each year the Java Jive Merchants Ltd. will provide One Thousand Five Hundred (\$1500.00) Dollars in awards~~

- ~~a. To qualify for this award, a student must:~~
- ~~i. combine service to the community and campus involvement;~~
 - ~~ii. demonstrate leadership qualities; and,~~
 - ~~iii. have a satisfactory academic standing.~~

- ~~b. The Java Jive Merchants Ltd. Award consists of three five hundred (\$500.00) Dollar monetary prizes.~~

**Lorne Calhoun
Memorial Award**

17. Established to perpetuate the memory of Lorne Calhoun, B.A., a student at the University of Alberta from 1946 until his death in 1951, Lorne Calhoun was active in debating (President of the Debating Society, founder of Debating Union, twice a member of the McGoun Cup Interservice team), national and international organizations (member of International Relations Club, Chairman of Alberta Committee of International Student Services, executive member of Political Science Club, Speaker of Parliamentary Forum), and miscellaneous organizations (*The Gateway*, History Club, Men's Economics Club, Philosophical Society, Arts and Science Club, University religious groups, chess and athletics).

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- a. To qualify for this award, the candidate must:
 - i. have been an active member in a University of Alberta club and/or Faculty Association;
 - ii. not have previously received this award.
- b. The Lorne Calhoun Memorial Award consists of two seven hundred and fifty (\$750.00) Dollar monetary prizes, two one hundred and fifty (\$150.00) Dollar bookstore gift certificates, an engraved plaque and the recipient's name engraved on the trophy.

**Maimie Shaw
Simpson Book Prize**

- 18. Established to honour Miss Maimie Shaw Simpson, first Dean of Women at the University of Alberta.
 - a. To qualify for this award, the candidate must:
 - i. have made an outstanding contribution to campus life through hard work and leadership;
 - ii. preference will be given to those who have made an outstanding contribution to the advancement of women on this campus.
 - b. The Maimie Shaw Simpson Book Prize consists of two seven hundred and fifty (\$750.00) Dollar monetary prizes, two one hundred and fifty (\$150.00) Dollar bookstore gift certificates, an engraved plaque and the recipient's name engraved on the trophy.

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**Royal Bank
Financial Group
Involvement Award**

19. ~~Established by the Royal Bank Financial Group to acknowledge individuals who complement their educational experience with extra-curricular involvement.~~
- a. ~~To qualify for this award, a student must:~~
- i. ~~demonstrate a combination of volunteerism, leadership and participation, both on campus and in the greater Edmonton community.~~
- b. ~~The Royal Bank Financial Group Involvement Award consists of two five hundred (\$500.00) Dollar monetary prizes.~~

**Royal Bank
Student
Faculty
Association
Involvement
Award**

20. ~~Established by the Royal Bank Financial Group to acknowledge excellent service to students through involvement in a student faculty association at the University of Alberta.~~
- a. ~~To qualify for this award, a student must:~~
- i. ~~be an executive member of a student faculty association at the University of Alberta;~~
- ii. ~~have made an outstanding contribution to students they represent;~~
- iii. ~~demonstrate strong leadership skills;~~
- iv. ~~academic standing is a consideration.~~
- b. ~~The Royal Bank Student Faculty Association Involvement Award is renewed annually by the Royal Bank and is dependent upon and financed through revenue received from their Visa Credit Card sales to students.~~

**Students' Union
Award For
Excellence**

21. Each year, the Students' Union will award a student with a gold medal for excellence in curricular and extra-curricular activities while at the University of Alberta. The student will also be awarded one thousand five hundred (\$1500.00) Dollars by the Students' Union.
- a. Selection will be made on the basis of faculty and student submissions of applications to the Awards Selection Committee.

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- b. To qualify for this award, candidates must:
 - i. be in their graduating year;
 - ii. have attained a minimum Grade Point Average of 7.5 in 60 credits taken within the previous two (2) years;
 - iii. be involved in extra-curricular activities in the University and/or community; and,
 - iv. demonstrate an ability to work well with students, staff, and the general public.

- c. The Committee's decision will be announced at the Students' Council meeting immediately following the selection of the winner and will also be published in the Official Student Newspaper. The Vice-President Academic will publish a press release announcing the winner.

- d. The Students' Union Award For Excellence consists of a one thousand five hundred (\$1500.00) Dollar monetary prize, a medallion and the recipient's name engraved on the trophy.

Subway Sandwiches Award ~~22. As a component of its lease agreement with the Students' Union, each year Subway Sandwiches will provide One Thousand (\$1000.00) Dollars in awards.~~

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- a. — To qualify for this award, a student must:
- i. — be a student in a full time program leading to an undergraduate degree;
 - ii. — maintain a strong academic standing;
 - iii. — actively involved in extra-curricular activities in the University and or community;
 - iv. — actively employed with Subway (SUB or Newton Place locations only)
- b. — The Subway Sandwiches Award consists of 2 five hundred (\$500.00) Dollar monetary prizes. One award (\$500.00) will be given to a student meeting all four qualifications and one award (\$500.00) will be given to a student meeting the first three qualifications.

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**Tevie Miller
Involvement Award**

23. Established to recognize the outstanding commitment and dedication of the Honorable Associate Chief Justice Tevie H. Miller. Justice Miller was a Students' Union President. Subsequent to convocation, Justice Miller continued his involvement as President of the Alumni Association, and in 1980 was elected as a member of the University Senate. In 1986, Tevie Miller was elected Chancellor of the University of Alberta.
- a. To qualify for this award, a student must:
 - i. be an active member of a club or association at the University of Alberta; and,
 - ii. demonstrate strong leadership skills.
 - b. The candidate may not receive a salary or honorarium from the said club or association.
 - c. The Tevie Miller Involvement Award consists of two seven hundred and fifty (\$750.00) Dollar monetary prizes, two one hundred and fifty (\$150.00) Dollar bookstore certificates, an engraved plaque and the recipient's name engraved on the trophy.

**Tom Lancaster
Award**

24. Established to perpetuate the memory of Tom Lancaster, General Manager for the Students' Union from 1989-1991. Tom Lancaster brought stability and warmth to the Students' Union through his concern and care for students.
- a. To qualify for this award, a student must:
 - i. have made an outstanding contribution to student life on campus through dedication and strong commitment to others; and,
 - v. show active involvement and leadership in the Students' Union through volunteer work, or participation within a Students' Union Club or Service.
 - b. The Tom Lancaster Award consists of two seven hundred and fifty (\$750.00) Dollar monetary prizes, two one hundred and fifty (\$150.00) Dollar bookstore certificates and a plaque.

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**Walter A.
Dinwoodie Award**

25. Established to perpetuate the memory of Walter A. Dinwoodie, Permanent Business Manager of the Students' Union from 1949-1962.
 - a. To qualify for this award, the candidate must have made an outstanding contribution to student life through active volunteer work for a public service club registered with the Students' Union and/or a Students' Union service.
 - b. Persons who receive a salary, honorarium, or any other monetary remuneration for their work in the above organizations will not be eligible to receive this award.
 - c. This award may be granted annually to an undergraduate student in a full-time program leading to an undergraduate degree.
 - d. The Walter A. Dinwoodie Award consists of two seven hundred and fifty (\$750.00) Dollar monetary prizes, two one hundred and fifty (\$150.00) Dollar bookstore certificates, an engraved plaque and the recipient's name engraved on the trophy.

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PROPOSED

Bylaw 3000

A Bylaw Respecting the Strategic Planning and the Business Planning of the Students' Union

- Short Title** 1. — This Bylaw may be referred to as the "Strategic and Business Planning Bylaw".
- Purpose** 2. — The purpose of this Bylaw is to:
- a) — provide a framework under which the Students' Union may pursue its long and short term objectives in a practical and efficacious manner;
 - b) — establish the Students' Union as a professional and credible organization through sound business and management planning practices;
 - c) — provide the pre-requisite framework for good governance as the steward of student resources; and
 - d) — provide a framework for objective evaluation of and for its membership, its political officers, services and service providers, and business operations.
- Definitions** 3. — For the purposes of this Bylaw:
- a) — "Unit" shall mean a distinct department within the Students' Union;
 - b) — "Organizational" shall mean the entire Students' Union;
 - c) — "Four Year Cycle" shall mean the full cyclical duration of the Students' Union's planning culture, beginning in year one, ending in year four and then renewed for another four year period (a year is defined as a calendar year);
 - d) — "Survey" shall mean the comprehensive Students' Union survey;
 - e) — "Strategic Plan" shall mean the master plan of the Students' Union addressing the overall organizational objectives of the Students' Union as a whole during the life of the plan;

- f) ~~“Organizational Review” shall mean the process to implement the Strategic Plan;~~
- g) ~~“Legal Review” shall mean the process to revise the Constitution, the Bylaws, and the Organizational Policies;~~
- h) ~~“Salary Review” shall mean the process to revise the salary structure of the Students’ Union;~~
- i) ~~“Business Plan” shall mean the plan that each Unit is expected to produce for the budgeting period of the Students’ Union, which must include:~~
 - i) ~~the four year Unit Strategic Plan~~
 - ii) ~~the four year Unit Operating Budget~~

 - iii) ~~the four year Unit Capital Budget~~
 - iv) ~~the one year Unit Operating Plan~~
 - v) ~~the one year Unit Marketing Plan~~
 - vi) ~~the one year Unit Operating Budget divided into two categories:~~
 - (1) ~~the administrative budget for handling the daily affairs of the unit~~
 - (2) ~~the strategic budget for handling the measurable business goals as identified in the one year Unit Operating Plan~~
 - vii) ~~the one year Unit Capital Budget~~
- j) ~~“Business Evaluation” shall mean the process to monitor and evaluate the progress of the Business Plan~~

Survey

4. ~~Through this Bylaw the Students' Union is obligated to develop and issue a Survey during the fall of year one of the Four Year Cycle.~~
5. ~~The Survey shall consist of:
 - a) ~~questions to assess the performance of the advocacy, business, and service functions of the Students' Union, as well as its overall performance; and~~
 - b) ~~questions to gauge the opinion of undergraduate students regarding certain activities, initiatives, and programs~~~~
6. ~~The final results and findings of the Survey shall be presented to Students' Council before the end of January in year two of the Four Year Cycle.
 - a) ~~The Survey shall be introduced as an information item.~~
 - b) ~~The lifespan of the Survey shall continue to exist until the new Survey is issued to replace it and accepted by Students' Council.~~~~

Strategic Plan

7. ~~Through this Bylaw the Students' Union is obligated to create and use an Organizational Strategic Plan, partly in response to the Survey, during the Winter of year two of the Four Year Cycle.~~
8. ~~The Organizational Strategic Plan shall consist of:
 - a) ~~a Mission of the Students' Union as a whole;~~
 - b) ~~a Vision of the Students' Union as a whole;~~
 - c) ~~a statement of Values under which the Students' Union as a whole conducts its operations and relationships;~~
 - d) ~~a description of the Strengths, Weaknesses, Opportunities and Threats confronting the Students' Union as a whole;~~
 - e) ~~Critical Success Factors for the Students' Union as a whole which support the achievement of the Vision; and~~
 - f) ~~Strategic Objectives for the Students' Union as a whole that are to be realized in order to complete the Vision by the end of the Four Year Cycle.~~~~

- Organization
al Review**
9. ~~The final Organizational Strategic Plan shall be presented to Students' Council before the end of April in year two of the Four Year Cycle.~~
- a) ~~The Organizational Strategic Plan shall be subject to ratification by Students' Council.~~
- b) ~~The lifespan of the Organizational Strategic Plan shall continue to exist until the new Organizational Strategic Plan is issued to replace it and approved by Students' Council.~~
10. ~~Through this Bylaw the Students' Union is obligated to conduct an Organizational Review to align the Students' Union with the Organizational Strategic Plan beginning in the Summer of year two of the Four Year Cycle.~~
11. ~~The Organizational Review shall consist of:~~
- a) ~~an audit of inputs and outputs for each Unit;~~
- b) ~~a Mission for each Unit, aligned with the Organization Mission;~~
- c) ~~a Vision for each Unit, aligned with the Organizational Vision;~~
- d) ~~a statement of Values for each Unit under which the Unit conducts its operations and relationships, aligned with the Organizational Values;~~
- e) ~~a description of the Strengths, Weaknesses, Opportunities, and Threats confronting each Unit, aligned with the Organizational Strengths, Weaknesses, Opportunities, and Threats;~~
- f) ~~Critical Success Factors for each Unit that support the achievement of the Unit Vision, aligned with the Organizational Critical Success Factors;~~
- g) ~~a strong definition of what is Mission Critical for each Unit; and~~
- h) ~~Strategic Objectives for each Unit that are to be realized in order to complete the Unit Vision by the end of the Four Year Cycle, aligned with the Organizational Strategic Objectives.~~
12. ~~The final results and finding of the Organizational Review shall be presented to Students' Council before the end of April in year three of the Four Year Cycle.~~
- a) ~~The Organizational Review shall be subject to ratification by Students' Council.~~
- b) ~~The lifespan of the Organizational Review shall continue to exist until the new Organizational Review is issued to replace it and approved by Students' Council.~~

Legal Review ~~13. Through this Bylaw the Students' Union is obligated to conduct a Legal Review beginning in the Summer of year three of the Four Year Cycle.~~

~~14. The Legal Review shall consist of:~~

- ~~a) a twelve month action plan to review and, if necessary, revise all articles of the Constitution, all Bylaws, and all Organizational Policies;~~
- ~~b) the twelve month action plan being subject to ratification by Students' Council;~~
- ~~c) the Internal Review Board monitoring the progress of the twelve month action plan, and being called upon to offer advice on proposed revisions to the Constitution, Bylaws, and Organizational Policies; and~~
- ~~d) and revisions to the Constitution, Bylaws and Organizational Policies being subject to their normal approval mechanisms.~~

~~15. Each revised article to the Constitution and Bylaw shall be presented to and subjected to ratification by Students' Council according to the twelve month action plan. The Legal Review shall conclude before the end of April in year four of the Four Year Cycle.~~

- ~~a) The lifespan of the Legal Review shall continue to exist until the new Legal Review is issued to replace it and approved by Students' Council.~~

Salary Review ~~16. Through this Bylaw the Students' Union is obligated to conduct a Salary Review beginning in the Summer of year four of the Four Year Cycle.~~

~~17. The Salary Review shall consist of:~~

- ~~a) reviewing and updating the responsibilities of the non-unionized student employees of the Students' Union; and~~
- ~~b) assessing relative compensation levels for the non-unionized student employees and making recommendations.~~

- ~~18. The final results and findings of the Salary Review shall be presented to Students' Council before the end of April in year five of the Four Year Cycle.~~
- ~~a) The Salary Review shall be subject to ratification by Students' Council.~~
 - ~~b) The lifespan of the Salary Review shall continue to exist until the new Salary Review is issued to replace it and approved by Students' Council.~~

**Business
Plan**

- ~~19. Through this Bylaw the Students' Union is obligated to create and use a Business Plan for each Unit that supports the Organizational Strategic Plan for the budgeting period of the Students' Union.~~

- ~~20. The Unit Business Plan shall consist of:~~

- ~~a) the four year Unit Strategic Plan which only includes the results from 11a through 11h above;~~
- ~~b) the four year Unit Operating Budget as developed by the Finance and Administration Department;~~
- ~~c) the four year Unit Capital Budget as developed by the Finance and Administration Department;~~
- ~~d) the one year Unit Operating Plan, which is a selection of the Unit's Strategic Objectives transformed into a twelve month action plan (i.e. measurable business goals);~~
- ~~e) the one year Unit Marketing Plan as developed by the Marketing and Communication Department;~~
- ~~f) the one year Unit Operating Budget as developed by the Finance and Administration Department; and~~
- ~~g) the one year Unit Capital Budget as developed by the Finance and Administration Department.~~

- ~~21. Each Unit Business Plan shall be presented, along with the consolidated Organizational Business Plan, to Students' Council before the end of July of each year.~~

- ~~a) The Unit Business Plans and Organizational Business Plan shall be subject to ratification by Students' Council.~~
- ~~b) The lifespan of the Unit Business Plan shall continue to exist until the new Unit Business Plan is issued to replace it and approved by Students' Council.~~

**Business
Evaluation**

- 22. ~~Through this Bylaw the Students' Union is obligated to monitor and evaluate the progress of each Unit Business Plan at least three times during the year.~~
- 23. ~~The Unit Business Evaluation shall consist of:
 - a) ~~each Unit reporting the progress on its Business Plan to the Executive Committee, or its designee;~~
 - b) ~~the Executive Committee, or its designee, evaluating this progress and then, if necessary, altering the Unit; and~~
 - c) ~~the Financial Affairs Board hearing the Business Evaluation.~~~~
- 24. ~~Each Unit Business Evaluation shall be presented, along with the consolidated Organizational Business Evaluation, to the Executive Committee, or its designee, three times: first, before the end of September; second, before the end of December; and third, before the end of April.
 - a) ~~The Executive Committee, or its designee, will then forward each Unit Business Evaluation, along with the consolidated Organizational Business Evaluation, to the Financial Affairs Board.~~
 - b) ~~The Financial Affairs Board will report the second presentation of the Unit Business Evaluation, along with the consolidated Organizational Business Evaluation, to Students' Council before the end of December of each year.~~
 - c) ~~The Unit Business Evaluations and Organizational Business evaluation shall be subject to ratification by Students' Council.~~
 - d) ~~The lifespan of the Unit Business Evaluation shall continue to exist until the new Unit Business Evaluation is issued to replace it and approved by Students' Council.~~~~

Obligations

- 25. ~~The Executive Committee, or its designee(s), shall act as the steward, have ownership, be accountable, and be responsible for all the process outlined in this Bylaw, and for all of the subordinate processes necessary to satisfy this Bylaw.~~

Renewal

- 26. ~~At the end of the Four Year Cycle, the sitting Executive Committee shall recommend to Students' Council whether the Four Year Cycle should be renewed.~~

Bylaw 3400**A Bylaw Respecting the Executive Coordinators of the Students' Union**

- Short Title** 1.—This Bylaw may be referred to as the "Executive Coordinators" Bylaw
- Definitions** 2.—In this Bylaw:
- a)—"Coordinator" when unqualified shall refer to the:
 - i)——Community Relations Coordinator
 - ii)——Academic Affairs Coordinator
 - iii)——Student Activities Coordinator
 - iv)——Athletics Campus Promotions Coordinators
- Mandate** 3.—The mandate of the Executive Coordinators will be to:
- a)——Assist the member of the Executive Officer to which they report in the execution of their duties.
 - b)——Serve as the recording secretary and key resource person to the Boards and Committees chaired by the Executive Officer to which they report, as required.
 - c)——Chair and carry out the mandate of the committee to which they are assigned.
- Selection and Appointment** 4.—Each Coordinator shall be selected:
- a)——As specified in Bylaw 5400 (Nomination Committee Bylaw).
 - b)——Appointed by Students' Council at the changeover meeting.
 - c)——Subject to the agreement and signing of an employment contract with the Students' Union.
- Terms of Office** 5.—Each Coordinator shall serve a one year term commencing May 1st; until April 30th of the following year excepting the Athletics Campus Promotions Coordinators whose terms will be determined on a year to year basis.
- Qualifications** 6.—Each Coordinator must be registered in the equivalent of at least one course for credit at the University of Alberta during both the Fall and Winter Sessions of their term of office.

Jun 3/03
 Oct. 19/01 (IRB)
 May 4/01
 Jan 9/01

- Schedule** 7. ~~Each Co-ordinator will hold a minimum of twenty hours per week in office time throughout their term of office.~~
- Reporting** 8. ~~Each Coordinator shall report to a member of the Executive Committee, and specifically:~~
- ~~a) The Community Relations Coordinator shall report to the Vice-President External.~~
 - ~~b) The Academic Affairs Coordinator shall report to the Vice-President Academic.~~
 - ~~e) The Student Activities Coordinator shall report to the Vice-President Student Life.~~
 - ~~d) The Athletics Campus Promotions Coordinators shall report to the Vice-President Student Life.~~
- General Duties** 9. ~~Each Coordinator shall be responsible for fulfilling general duties including but not limited to:~~
- ~~a) Fulfilling any duties as outlined in their job description in their contract.~~
 - ~~b) Performing such other duties and function as assigned by the Executive Officer to whom the coordinator reports or the Executive Committee.~~
 - ~~e) Serving on boards/committees as designated by the Executive Officer to whom the coordinator reports.~~
 - ~~d) Reporting as required by the Executive Officer to whom the coordinator reports.~~
 - ~~e) Updating and maintaining the transition manual and assisting in the orientation of the incoming coordinator.~~
 - ~~f) Preparing a final report complete with recommendations regarding the improvement of the coordinators specific portfolio.~~
- Specific Duties** 10. ~~Each coordinator shall be responsible for specific duties as outlined below:~~
- ~~a) Community Relations Coordinator:~~
 - ~~i) Chair and administer the affairs of the Eugene L. Brody Committee.~~
 - ~~ii) Serve as secretary of the External Affairs Board.~~

b) ~~Academic Affairs Coordinator:~~

- ~~i) — Chair and administer the affairs of the Awards Committee.~~
- ~~ii) — Serve as secretary of the Academic Affairs Board.~~
- ~~iii) — Serve as secretary of the Council of Faculty Associations.~~
- ~~iv) — Serve as secretary of the General Faculties Committee
Student Caucus.~~

e) ~~Student Activities Coordinator:~~

- ~~i) — Chair the Programming Committee.~~
- ~~ii) — Serve as secretary of the Student Life Board.~~

d) ~~Athletic Campus Promotions Coordinators:~~

- ~~i) — Responsible for on-going campus promotions and
programming for Golden Bears and Pandas Athletics event.~~

Bylaw 5100

A Bylaw Respecting the Campus Crime Stoppers Committee

- Short Title**
1. ~~This Bylaw may be referred to as the "Campus Crime Stoppers Bylaw".~~
 - a. ~~The "Committee" is the Campus Crime Stoppers Steering Committee.~~
 - b. ~~The "Program" is the Campus Crime Stoppers program.~~
- Mandate**
2. ~~The Campus Crime Stoppers program was established as a joint initiative of individuals from Students' Union, Campus Patrol Services, Safewalk, and the general campus community. The program exists to improve safety on campus and create a greater sense of campus community. The program is a local community-directed extension of the Northern Alberta Crime Stoppers program.~~
 3. ~~The Committee shall be responsible for:~~
 - a. ~~Soliciting donations and fundraising for the program;~~
 - b. ~~Creating promotions and events to publicize the program;~~
 - c. ~~Selecting problem incidents occurring on campus or involving a member of the U of A campus community and assigning cash awards for information from the available donation pool;~~
 - d. ~~Determining tip allocations for unsolicited tips from the donation pool;~~
 - e. ~~Reviewing financial statements on a regular basis to ensure the program operates within its available financial resources;~~
 - f. ~~Working with the Northern Alberta Crime Stoppers Board to ensure the effectiveness of the partnership;~~
 - g. ~~Creating, reviewing and implementing any policies necessary for the operation of the program;~~
 - h. ~~Considering offering an additional reward to Northern Alberta Crime Stoppers rewards where the victim of the crime is a member of the U of A campus community.~~

Composition

4. — The Committee will consist of:
 - a. — the Director of Safewalk;
 - b. — one (1) representative from Campus Patrol Services;
 - c. — one (1) university staff member;
 - d. — four (4) student-at-large positions selected at the annual general meeting for the program;
 - e. — the Associate Director (Housing) of Housing & Food Services, or his/her designee, as a non-voting member;
 - f. — the Manager of Student Services as a non-voting member; and
 - g. — the VP Student Life, Students' Union as a voting member.

Co-Chairs

5. — Two (2) Co-Chairs shall be elected by the members of the Committee at its first meeting. Each of the Co-Chairs will be assigned responsibility for the following areas by the Committee:
 - a. — Calling meetings of the Committee;
 - b. — Chairing meetings of the Committee;
 - c. — Calling the Annual General Meeting for the Program;
 - d. — Acting as the representative of the Program to the Students' Union, the University of Alberta and the external community;
 - e. — Administrative duties for the program such as report writing;
 - f. — Managing the effective operation of the Committee and the Program.
6. — Other members of the Committee may be delegated responsibility for these functions as well as any other duties the Committee sees fit to assign.

Committee Chair

- 7. ~~The Co-Chair designated by the Committee shall act as Chair of meetings of the Committee.~~
 - a. ~~Should that Co-Chair be absent, the other Co-Chair shall serve as Chair of the meeting.~~
 - b. ~~Should both Co-Chairs be absent, a member of the committee will be elected as chair at that meeting.~~

Quorum

- 8. ~~Quorum of any meeting of the Committee will be five (5) voting members and the Chair or acting Chair, pursuant to Section 7.~~

Conduct of Committee Business

- 9. ~~Either Co-Chair or any three (3) members of the Board may call a meeting. At least three (3) business days notice will be given to all members.~~
 - a. ~~The Chair is responsible for the conduct of meetings according to Robert's Rules of Order and will ensure that minutes are taken at each meeting;~~
 - b. ~~In the event of a tie vote, the Chair will decide the matter.~~

Annual General Meeting

- 10. ~~The Program shall hold an Annual General Meeting open to all members of the campus community.~~
 - a. ~~This meeting shall take place no later than the end of September every year;~~
 - b. ~~The university staff and student-at-large members of the committee shall be selected by the members of the assembly.~~

Final Report

- 11. ~~The designated Co-Chair will submit, prior to October 31, a written final report of the Committee's activities and recommendations for the year.~~

Wind-Up

- ~~12—Should the Committee or such members of the Committee that exist at that time wish to wind up the program, they shall consult with stakeholders such as the Students' Union and Campus Patrol Services. Based on such consultations the net assets of the Program shall be distributed as follows:~~
- ~~a.—Towards an alternate program or project that receives approval from both the Students' Council and Campus Patrol Services;~~
 - ~~b.—Alternatively, failing consensus or lacking an appropriate project, the funds will be advanced to the Northern Alberta Crime Stoppers Program.~~

PROPOSED

Bylaw 5300

A Bylaw Respecting The Gold Key Selection Committee Of The Students' Union

- Short Title** 1. ~~This Bylaw may be referred to as the "Gold Key Selection Committee Bylaw".~~
- Start-up** 2. ~~A Committee known as the Gold Key Selection Committee will be appointed by the Students' Council before June 30 of each year~~
- Mandate** 3. ~~The Gold Key Selection Committee will~~
a. ~~Select the recipients of the Students' Union Gold Key Recognition Award as set out in Bylaw 9100~~
- Composition** 4. ~~The Committee will be composed of:~~
a. ~~The President of the Gold Key Society~~
b. ~~Four(4) Gold Key Society members;~~
c. ~~The Academic Affairs Coordinator;~~
d. ~~Two (2) student councillors as selected by Students' Council. If no member of Students' Council can be obtained after two (2) attempts to fill the required councillor position, the Nominating Committee may after June 30 of each year appoint student-at-large to fill the vacant positions on the Gold Key Selection Committee.~~
e. ~~One (1) student-at-large, as appointed from the Students' Union Awards Selection Committee.~~
- Chair** 5. ~~a. The Chair of the Gold Key Selection Committee will be the President of the Gold Key~~
b. ~~Should the Chair be absent, their designee will be Chair and in the absence of a designee, a member of the Committee will be elected as Chair at that meeting.~~

May 7/01
April 3/01
Feb 1/2000
Mar 12/96
8/03/94

PROPOSED

5300 (2)

- Quorum** 6. ~~Quorum at any meeting of the Committee will be four (4) voting members and the Chair.~~
- Conduct of Business** 7. ~~a. The Chair, Academic Affairs Coordinator, or at least half of the voting members may call a meeting. At least thirty-six (36) notice will be given to all members.~~
- ~~b. Committee minutes and recommendations will be made available to any interested parties upon request.~~
- ~~c. Committee Policy decisions will not come into effect until the day after they have been reported to Students' Council.~~
- ~~d. The President of the Gold Key Society reserves the right to remove, and subsequently replace, any member of the Committee who fails to meet the attendance requirements as established by the President of the Gold Key Society.~~
- Final Report** 8. ~~The Chair will submit, prior to 30 April, a written final report of the Committee's activities and recommendations for the year.~~

May 7/01
April 3/01
Feb 1/2000
Mar 12/96
8/03/94

PROPOSED

Bylaw 5500

A Bylaw Respecting the Programming Committee of the Students' Union

- Short Title** 1.—a.—~~This Bylaw may be referred to as the “Programming Committee Bylaw”.~~
- Start-up** 2.—a.—~~The Programming Committee will be appointed by 31 May each year.~~
- b.—~~Within two weeks of the Changeover Meeting of Students’ Council, the Incoming Chair of the Board 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 Programming Committee will:~~
- a.—~~Advise and assist in the planning and implementation of Students’ Union sponsored special events;~~
 - b.—~~Advise and assist in the planning and implementation of Students’ Union alternative programming;~~
 - c.—~~Provide feedback and advice to the Manager of Entertainment and Programming on bands, entertainment, and alternative programming;~~
 - d.—~~Make recommendations to Students’ Council regarding ways of improving extra-curricular student life;~~
 - e.—~~Provide monthly, written reports to Students’ Council;~~
 - f.—~~Plan and implement activities related to its mandate.~~
- Composition** 4.—~~The Programming Committee will be composed of:~~
- i.—~~The Student Activities Coordinator, as Chair;~~
 - ii.—~~The Vice-President Student Life, as a non-voting member;~~
 - iii.—~~Three (3) members of Students’ Council;~~
 - iv.—~~Five (5) student-at-large members; and~~
 - v.—~~The Manager of Entertainment & Programming, as a non-voting member.~~

May 7/01
Oct 13/98

PROPOSED

- Quorum** 5.—~~Quorum of the Programming Committee will be (5) voting members and the Chair or acting Chair.~~
- Chair** 6.—~~a. The Chair of the Programming Committee will be the Student Activities Coordinator.~~
- ~~b. Should the Chair be absent, their designee will be Chair, and in the absence of a designee, a member of the Committee will be elected as Chair at that meeting.~~
- Conduct of Business** 7.—~~a. In the case of a tie vote, the Chair will decide the matter.~~
- ~~b. The Chair or any three (3) members of the Committee may call a meeting. At least thirty-six (36) hours notice will be given to all members.~~
- ~~c. Committee minutes and recommendations will be made available to Committee members and/or Student Councillors upon request.~~
- ~~d. Committee policy decisions will not come into effect until the day after they have been reported to Students' Council.~~
- ~~e. Students' Council may at any time review and rescind regulations made under this Bylaw.~~
- Final Report** 8.—~~The Chair will submit, prior to 30 April, a written final report of the Committee's activities and recommendations for the year.~~

Bylaw 7150

A Bylaw Respecting the Student Newspaper

Short Title

1.—~~This Bylaw may be referred to as the "Newspaper Bylaw".~~

Mandate

2.—~~A newspaper must be published at least ten times during each of the Fall and Winter terms by and for students at the University of Alberta.~~

3.—~~One newspaper meeting the requirements outlined in Section 2 shall be designated the Official Student Newspaper.~~

Jun 11/02
May 7/01
May 4, 2001
May 3/2000

PROPOSED

Bylaw 8200

A Bylaw Respecting the Council of Faculty Associations of the Students Union

- Short Title** 1. — a. — This Bylaw may be referred to as the "Council of Faculty Associations Bylaw".
- b. — Throughout this Bylaw, "COFA" will mean the Council of Faculty Associations.
- Start-up** 2. — a. — A Committee known as the Council of Faculty Associations will be appointed before June 30 of each year..
- b. — The Incoming Chair will announce the date of the first meeting, establish the dates of subsequent meetings.
- Mandate** 3. — The Council of Faculty Associations will:
- a. — Be an information exchange between faculty associations and administration;
- b. — Advise Students' Council or any association on:
- i. — matters affecting faculty associations and departmental clubs;
- ii. — policy proposals generated within the University structure;
- iii. — matters of interest to the general student populace, any association, and/or Students' Council.
- Composition** 4. — The Committee will be composed of:
- a. — The Students' Union Executive Committee; and,
- b. — The President, or designee, of each faculty association.
- Quorum** 5. — Quorum of any meeting of the Committee will be six (6) different faculty associations and the Chair.

May 2/01
Apr 03/01
Mar 12/96
Apr 27/91

Chair

- ~~6. a. The Chair of the Council of Faculty Associations will be the Vice-President Academic.~~
- ~~b. The Academic Affairs Coordinator shall serve as a Secretary of the Council.~~
- ~~c. Should the Chair be absent, their designee will be Chair, and in the absence of a designee, a member of the Committee will be elected as Chair at that meeting.~~

Conduct of Business

- ~~7. a. The Chair, Academic Affairs Coordinator, or at least half of the voting members may call a meeting. At least thirty-six (36) hours notice will be given to all members.~~
- ~~b. Committee minutes and recommendations will be made available to any interested parties upon request.~~
- ~~c. Committee Policy decisions will not come into effect until the day after they have been reported to Students' Council.~~
- ~~d. The Vice-President Academic reserves the right to remove, and subsequently replace, any member of the Committee who fails to meet the attendance requirements as established by the Vice-President Academic.~~

May 2/01
Apr 03/01
Mar 12/96
Apr 27/91

PROPOSED

Bylaw 8500

A Bylaw Respecting the General Faculties Council Student Caucus

- Short Title** 1. ~~This Bylaw may be referred to as the "General Faculties Council Student Caucus Bylaw".~~
- Mandate** 2. ~~It shall be the duty of the General Faculties Council Student Caucus to meet once each month during the Winter Session to consider and discuss General Faculties Council related matters.~~
- Composition** 3. ~~The General Faculties Council Student Caucus shall be composed of:~~
- a. ~~The President of the Students' Union;~~
 - b. ~~The Vice-President Academic of the Students' Union;~~
 - c. ~~The Academic Affairs Coordinator of the Students' Union (non-voting);~~
 - d. ~~All student representatives on General Faculties Council, who must be appointed by April 30 of each year; and,~~
 - e. ~~The undergraduate representative to the Board of Governors.~~
- Chair** 4. a. ~~The Chair of the General Faculties Council Student Caucus shall be the Vice-President Academic.~~
- b. ~~Should the Chair be absent, their designee shall be Chair, and in the absence of a designee, a member of the Board shall be elected as Chair at that meeting.~~
 - c. ~~The Vice-President Academic shall be responsible for calling all meetings and providing agenda materials.~~
- Conduct of Business** 5. ~~The duties and responsibilities of General Faculties Council Student Caucus are to:~~
- a. ~~meet the week prior to each General Faculties Council meeting;~~
 - b. ~~monitor student attendance at General Faculties Council and publish that attendance in the Official Student Newspaper;~~
 - c. ~~ensure student representatives to General Faculties Council are knowledgeable about issues by reviewing the General Faculties Council agenda prior to each meeting;~~

June 18/02 (IRB)
May 2/01
April 8/97
Apr 27/91

PROPOSED

8500 (2)

- d. ~~discuss concerns and answer questions about General Faculties policies and proposals;~~
- e. ~~act as one potential student sounding board for recommendations of General Faculties Council subcommittees and task forces;~~
- f. ~~to appoint an undergraduate General Faculties Council representative to sit on the Council on Student life;~~
- g. ~~where possible, to bring in appropriate Deans, Directors, or Department Chairs to discuss and answer questions about new General Faculties Council policies.~~

Final Report

- 6. ~~The Chair shall submit, prior to 30 April, a written final report of the Committee's activities and recommendations for the year.~~

June 18/02 (IRB)
May 2/01
April 8/97
Apr 27/91

PROPOSED

Bylaw 8600

A Bylaw Respecting Residents' Associations

- Short Title** 1. — This Bylaw may be referred to as the "Residents' Associations Bylaw".
2. — Throughout this Bylaw, "Housing and Food Services" shall mean the Department of Housing and Food Services of the University of Alberta.
- Mandate** 3. — The purpose of a residents' association is to provide services and representation for all tenants in a particular residence administered by Housing and Food Services.
- Composition** 4. — Residents' associations recognized by the Students' Union must:
- a. — be comprised of students and/or spouses living in a Housing and Food Services administered residence; and,
 - b. — have a President that must be a member of the Students' Union or the Graduate Students' Association.
- Registration as Student Group** 5. — A residents' association shall annually file with the Students' Union a list of executive members and the most current copy of its constitution, according to Student Group Registration Guidelines.

May 2/01
Apr 9/96
01/07/90

PROPOSED

Bylaw 9200

A Bylaw Respecting the Students' Union Award for Leadership in Undergraduate Teaching

- Short Title** 1.—This bylaw may be referred to as the “Award for Leadership in Undergraduate Teaching bylaw.”
- Definition** 2.—For this bylaw:
- a.—“SALUTE” will mean Students’ Union Award for Leadership in Undergraduate Teaching.
- Preamble** 3.—SALUTE was developed in 1997 by Students’ Council to promote and encourage excellence in teaching by recognizing faculty members who demonstrate outstanding contributions in their roles as undergraduate instructors at the University of Alberta.
- Eligibility** 4.—All instructors of undergraduate courses are eligible for nomination. Nominees for the Award should have taught a minimum of three, sections, one of which has been taught in the current academic year.
- Nomination** 5.—Nomination procedures will be as follows:
- a.—All nominations must be made by students;
- b.—Information regarding a professor’s eligibility can be obtained from the Department office and will be verified by the Students’ Union;
- c.—Nomination forms will be available at the Students’ Union Information booths (SUB, CAB, HUB), student faculty association offices and Students’ Union executive offices;
- d.—Nominations must be conferred by signatures of support from at least ten current students;
- e.—Letters of support from faculty, alumni and students are welcome, but not necessary;
- f.—SALUTE will be described and advertised beginning on the 3rd Monday in November and ending on the application deadline.

June 18/02 (IRB)
May 2/01
April 3/01
April 8/97

PROPOSED

9200 (2)

~~g. Nominations will be accepted beginning on the 3rd Monday in November up until the nomination deadline which shall be the first Monday in February.~~

Criteria

- ~~6. There is no strict eligibility criteria. The following are examples. The instructor:~~
- ~~a. Generates a desire for continued learning;~~
 - ~~b. Is available outside of the classroom;~~
 - ~~c. Respects differences in student approaches to learning;~~
 - ~~d. Is flexible enough to accommodate differences in the rate of student learning;~~
 - ~~e. Displays role-model characteristics;~~
 - ~~f. Communicates clearly;~~
 - ~~g. Is organized and prepared for lectures;~~
 - ~~h. Is sympathetic to student concerns and lifestyles;~~
 - ~~i. Has developed appropriate lectures, readings, assignments and exams;~~
 - ~~j. Demonstrates fair and consistent assessment of course work;~~
 - ~~k. Has good knowledge of subject matter and awareness of new information;~~
 - ~~l. Inspires critical thinking;~~
 - ~~m. Acts as a student advisor in department;~~
 - ~~n. Contributes to development of teaching and learning in the greater university community.~~

June 18/02 (IRB)

May 2/01

April 3/01

April 8/97

PROPOSED

9200 (3)

Selection Committee

7.—~~The Awards Selection Committee will select persons who are worthy of receiving SALUTE from the list of all eligible nominees and will submit the names of those selected to Students' Council for ratification no later than the third Friday in February, of each year.~~

Selection Guidelines

8.—~~Selection must be made based only on documents submitted with the nomination package with the exception of Universal Course Evaluations which will be available to the selection committee. Recipients only need to be admitted to the honor wall **once** to be recognized as outstanding teachers by the student body. The selection committee may select up to five (5) recipients in a given year.~~

Recognition

9.—~~Recognition for the award will be as follows:~~

- a.—~~The establishment of a Wall of Recognition to be engraved each year with the inductees' names;~~
- b.—~~A , plaque which displays the SALUTE logo, to be presented at the annual Students' Union awards night;~~
- c.—~~Letters to the supervising Chair and Dean;~~
- d.—~~Two (2) advertisements in the Official Student Newspaper;~~
- e.—~~A press release to local media.~~

June 18/02 (IRB)

May 2/01

April 3/01

April 8/97

Bylaw 100

A Bylaw Respecting the Students' Council

- Short Title** 1. This Bylaw may be referred to as the "Students' Council Bylaw."
- Definitions** 2. In this Bylaw:
- a. "Speaker" means the Speaker of Students' Council, or the officer carrying out the duties of the Speaker due to his/her absence;
 - b. "Council" means the Students' Council;
 - c. "Councilor" is any voting member of Students' Council, excluding the members of the Executive Committee and undergraduate Board of Governors Representative;
 - d. "CRO" means Chief Returning Officer of the Students' Union.

Part I - Members of Council

- Non-Voting Members** 3. The non-voting members of Students' Council are:
- a. The General Manager;
 - b. The Speaker (officer of council);
 - c. The Recording Secretary (officer of council);
- Rights of Non-Voting Members** 4. A non-voting member has all the rights of voting members except:
- a. The right to move, second or vote on a motion;
 - b. The right to assume voting position on standing Boards or Committees of Council.

Apr 9/02
Feb 12/02
Sep 18/01
Jan 23/01

**Voting
Members**

5. The fifty (50) voting members of Council are:
 - a. The voting members of the Executive Committee;
 - b. The Undergraduate Board of Governors Representative;
 - c. The Residence Hall Association Representative;
 - d. The Executive Member of the University Athletics Board.
 - e. The remaining 42 voting seats will be allocated as described bellow:

**Seat
Distribution
Formula**

$$\frac{\text{Total Population of Undergraduate Students}}{\text{Total number of voting seats} - (5 \text{ executive seats} + 3 \text{ ex-officio seats})}$$

$$= \text{THRESHOLD}$$

Threshold: total number of students necessary to hold a seat

$$\frac{\text{Total Faculty Population of Undergraduate Students}}{\text{Threshold}}$$

$$= \text{Total Number of Seats Awarded to the Faculty}$$

NOTE 1: Each faculty will be awarded at least one seat regardless of whether or not they reach threshold (if in case the total number of seats awarded is < 1 at least one seat will be awarded).

NOTE 2: Once whole numbers of seats are awarded remaining seats are distributed to those Faculties with the largest remainder (nearest the threshold for another seat) in descending order until no seats remain.

6. The structure of the voting membership of Council will be listed in Schedule A of this Bylaw, and will be updated by the Internal Review Board by January 31 of each year . Schedule A will be attached to Bylaw 100.

Apr 9/02
Feb 12/02
Sep 18/01
Jan 23/01

Eligibility Requirements

- 7. Each voting member of Council referred to in Section 5 will be:
 - a. a member of the Students' Union within the meaning of Article VIII of the Constitution; and
 - b. registered as either:
 - i. an undergraduate student in the Faculty, School, or College they represent; or,
 - ii. the registered student group that they represent.

PART II - Faculty Representatives

Exception from Faculty Constituency

- 8. a. Each voting member of the Students' Council, shall be elected by members of the Students' Union registered in the respective faculty, school or institution in which they are registered with the exceptions of:
 - i. The Executive Committee;
 - ii. Executive Member of the University Athletics Board;
 - iii. Representative of the Residence Halls Association; and,
 - iv. The Board of Governors Representative.
- b. Each election required for the representative of a faculty, or school shall be conducted annually before the 30th of March, and in accordance with Bylaw 2200.
- c. Vacancies in Council Membership will be filled according to Article XIV – Vacancies of the Constitution.

PART III - Report of Election Results

Reporting Results

- 9. The CRO conducting an election pursuant to this Bylaw shall submit within fourteen (14) days to the Speaker of the Council a report in writing containing the results of the election.

PART IV - Requirement of Members

Apr 9/02
Feb 12/02
Sep 18/01
Jan 23/01

Requirement of Council Members

10. Each voting member of Council, or their proxy, will:
 - a. Actively represent the student body as a whole, and the particular group by which the member was elected;
 - b. Be required to spend four (4) hours each month, or four (4) hour equivalents, during both the Fall and Winter Sessions in outreach and communication activities. Such activities must consist of, but not be limited to, sitting on Students' Union boards and committees, classroom speaking, and visiting with students, and shall not include Council meetings.
 - c. Attend to the maximum extent practicable all meetings of any board, committee, or task force of which they are a member; and,
 - d. Be responsible for regular attendance at meetings of Council.
 - e. Make recommendations to the Students' Council on matters of concern to the undergraduate students of the University of Alberta; and,
 - f. To perform other functions as may from time to time be assigned by Students' Council;

PART V - Removal of Members

Removal & Reinstatement of Council Members

11. A member of Council who misses five (5) meetings in total or three (3) consecutive meetings will:
 - a. Be immediately suspended from Council by the Speaker in a Council meeting;
 - b. Be expelled and have their seat declared vacant by the Speaker at the next Council meeting unless reinstated through the process described in Section 11.c.

Apr 9/02
Feb 12/02
Sep 18/01
Jan 23/01

- c. An expelled member of Council or delegate may make a five (5) minute presentation to Council at the meeting immediately following their suspension, explaining the reasons behind his/her absences from Council and to ask for his/her reinstatement. After the presentation, a motion to reinstate may be moved and seconded by voting members of Council. Such a vote to reinstate shall require a two-thirds (2/3) majority to pass.
- d. A reinstated member of Council who misses a subsequent meeting is subject to removal from Council.
- e. A member of council who has been expelled from council may not be re-elected or appointed to council in the same year in which they were removed nor may they serve as a proxy.
- f. The General Manager is exempt from the attendance provisions of this by-law:

The Speaker of Council is responsible for enforcing and informing of the attendance and proxy requirements of this bylaw.
- g. Section (11)(g) notwithstanding, it is the responsibility of each member of Council be familiar with the rules governing Council's meetings including attendance requirements. Ignorance of the law shall not allow for exemption from the rules.

Resignation

- 12. A member of Council may resign their office at any time by filing written notice with the Speaker of their resignation and the member will thereupon cease to be a member of Council on the earliest of:
 - a. The date mentioned in the notice for such resignation to take effect;
 - b. Thirty (30) days after the notice is received by the Speaker.

Part VI - Proxy Members

Apr 9/02
Feb 12/02
Sep 18/01
Jan 23/01

- Appointment of Proxy** 13. Any member of Council, except for any voting member of the Executive Committee, the Undergraduate Board of Governors Representative may appoint a proxy member for any portion of their term in office to fulfil the attendance requirement set out in Section 11 of this bylaw.
- Duties of Proxy Members** 14. Throughout the duration of their appointment, a proxy member appointed pursuant to this part will meet the same qualifications and have the same rights and responsibilities as the councilor who appointed the proxy member.
- Notice to Speaker** 15. No notice of appointment of a proxy member will be valid unless the following conditions are met:
- a. The notice must be in writing or by electronic mail;
 - i. Electronic notice must be received no later than two hours before the start of the Council meeting.
 - b. The notice must contain the name and contact information of the proxy member;
 - c. The notice must be written and signed (unless sent by electronic mail) by the Councilor on whose behalf the proxy member will be acting;
 - d. The notice must be dated and include the meeting(s) of Council that the proxy will be attending on behalf of the Councilor.
16. The presence of the Councilor will constitute termination of a proxy member's appointment.
17. No proxy member can be appointed to fill an otherwise vacant position on Council.
18. Failure of a duly appointed proxy member to attend the meeting(s) of Council for which he/she was appointed will constitute an absence on the record of the Councilor who appointed the proxy member.

Part VII - Meetings

Apr 9/02
Feb 12/02
Sep 18/01
Jan 23/01

- Frequency of Meetings** 19. Council will not hold less than one (1) meeting per month, with regular meetings to be held every two (2) weeks unless otherwise deemed advisable by Council, the Executive Committee or the President of the Students' Union.
- Rules of Order** 20. *Robert's Rules of Order* will be observed at all meetings of Council, as well as any special rules/additional standing orders adopted by Council.
- Public Meetings** 21. The meetings of Council shall be open to any member of the Students' Union, but:
- a. Any meeting or part thereof may be closed, except to all Council members, upon passage of a motion to that effect.
 - b. No one who is not a member of Council may take part in discussion at a Council meeting unless questioned by a Council member, or designated as a Guest of Council.

Apr 9/02
Feb 12/02
Sep 18/01
Jan 23/01

Bylaw 100
Schedule A

Structure of Voting Membership
of Students' Council
2000-2001

Apr 9/02
Feb 12/02
Sep 18/01
Jan 23/01

Bylaw 100
Schedule B

Per University of Alberta Office of the Registrar

Summary of Statistics

Enrollment of Full-time Students by Faculty

Academic Year 1999-2000

Apr 9/02
Feb 12/02
Sep 18/01
Jan 23/01

Bylaw 100

A Bylaw Respecting the Students' Council

- Short Title** 1. This Bylaw may be referred to as the "Students' Council Bylaw."
- Definitions** 2. In this Bylaw:
- a. "Speaker" means the Speaker of Students' Council, or the officer carrying out the duties of the Speaker due to his/her absence;
 - b. "Council" means the Students' Council;
 - c. "Councilor" is any voting member of Students' Council, excluding the members of the Executive Committee and undergraduate Board of Governors Representative;
 - d. "CRO" means Chief Returning Officer of the Students' Union.

Part I - Members of Council

- Non-Voting Members** 3. The non-voting members of Students' Council are:
- a. The General Manager;
 - b. The Speaker (officer of council);
 - c. The Recording Secretary (officer of council);
- Rights of Non-Voting Members** 4. A non-voting member has all the rights of voting members except:
- a. The right to move, second or vote on a motion;
 - b. The right to assume voting position on standing Boards or Committees of Council.

Apr 9/02
Feb 12/02
Sep 18/01
Jan 23/01

**Voting
Members**

5. The ~~fifty (50)~~ voting members of Council are:
 - a. The voting members of the Executive Committee;
 - b. The Undergraduate Board of Governors Representative;
 - c. Forty-two (42) Councilors
 - e. ~~The Residence Hall Association Representative;~~
 - d. The Executive Member of the University Athletics Board.

**Seat
Distribution
Formula**

- e. The Councilor ~~remaining 42 voting~~ seats will be allocated as described below:

$$\frac{\text{Total Population of Undergraduate Students}}{\text{Total number of Council voting seats } - (5 \text{ executive seats } + 3 \text{ ex-officio seats})}$$

= THRESHOLD

Threshold: total number of students necessary to hold a seat

$$\frac{\text{Total Faculty Population of Undergraduate Students}}{\text{Threshold}}$$

= Total Number of Seats Awarded to the Faculty

NOTE 1: Each faculty will be awarded at least one seat regardless of whether or not they reach threshold (if in case the total number of seats awarded is < 1 at least one seat will be awarded).

NOTE 2: Once whole numbers of seats are awarded remaining seats are distributed to those Faculties with the largest remainder (nearest the threshold for another seat) in descending order until no seats remain.

6. The structure of the voting membership of Council will be listed in Schedule A of this Bylaw, and will be updated by the Internal Review Board by January 31 of each year . Schedule A will be attached to Bylaw 100.

Apr 9/02
Feb 12/02
Sep 18/01
Jan 23/01

Eligibility Requirements

- 7. Each voting member of Council referred to in Section 5 will be:
 - a. a member of the Students' Union within the meaning of Article VIII of the Constitution; and
 - b. registered as either:
 - i. an undergraduate student in the Faculty, School, or College they represent; or,
 - ii. the registered student group that they represent.

PART II - Faculty Representatives

Exception from Faculty Constituency

- 8. a. Each voting member of the Students' Council, shall be elected by members of the Students' Union registered in the respective faculty, school or institution in which they are registered with the exceptions of:
 - i. The Executive Committee;
 - ii. Executive Member of the University Athletics Board;
 - ~~iii. Representative of the Residence Halls Association; and,~~
 - iv. The Board of Governors Representative.
- b. Each election required for the representative of a faculty, or school shall be conducted annually before the 30th of March, and in accordance with Bylaw 2200.
- c. Vacancies in Council Membership will be filled according to Article XIV – Vacancies of the Constitution.

PART III - Report of Election Results

Reporting Results

- 9. The CRO conducting an election pursuant to this Bylaw shall submit within fourteen (14) days to the Speaker of the Council a report in writing containing the results of the election.

PART IV - Requirement of Members

Apr 9/02
Feb 12/02
Sep 18/01
Jan 23/01

Requirement of Council Members

- 10. Each voting member of Council, or their proxy, will:
 - a. Actively represent the student body as a whole, and the particular group by which the member was elected;
 - b. Be required to spend four (4) hours each month, or four (4) hour equivalents, during both the Fall and Winter Sessions in outreach and communication activities. Such activities must consist of, but not be limited to, sitting on Students' Union boards and committees, classroom speaking, and visiting with students, and shall not include Council meetings.
 - c. Attend to the maximum extent practicable all meetings of any board, committee, or task force of which they are a member; and,
 - d. Be responsible for regular attendance at meetings of Council.
 - e. Make recommendations to the Students' Council on matters of concern to the undergraduate students of the University of Alberta; and,
 - f. To perform other functions as may from time to time be assigned by Students' Council;

PART V - Removal of Members

Removal & Reinstatement of Council Members

- 11. A member of Council who misses five (5) meetings in total or three (3) consecutive meetings will:
 - a. Be immediately suspended from Council by the Speaker in a Council meeting;
 - b. Be expelled and have their seat declared vacant by the Speaker at the next Council meeting unless reinstated through the process described in Section 11.c.

Apr 9/02
Feb 12/02
Sep 18/01
Jan 23/01

- c. An expelled member of Council or delegate may make a five (5) minute presentation to Council at the meeting immediately following their suspension, explaining the reasons behind his/her absences from Council and to ask for his/her reinstatement. After the presentation, a motion to reinstate may be moved and seconded by voting members of Council. Such a vote to reinstate shall require a two-thirds (2/3) majority to pass.
- d. A reinstated member of Council who misses a subsequent meeting is subject to removal from Council.
- e. A member of council who has been expelled from council may not be re-elected or appointed to council in the same year in which they were removed nor may they serve as a proxy.
- f. The General Manager is exempt from the attendance provisions of this by-law:

The Speaker of Council is responsible for enforcing and informing of the attendance and proxy requirements of this bylaw.
- g. Section (11)(g) notwithstanding, it is the responsibility of each member of Council be familiar with the rules governing Council's meetings including attendance requirements. Ignorance of the law shall not allow for exemption from the rules.

Resignation

- 12. A member of Council may resign their office at any time by filing written notice with the Speaker of their resignation and the member will thereupon cease to be a member of Council on the earliest of:
 - a. The date mentioned in the notice for such resignation to take effect;
 - b. Thirty (30) days after the notice is received by the Speaker.

Part VI - Proxy Members

Apr 9/02
Feb 12/02
Sep 18/01
Jan 23/01

- Appointment of Proxy** 13. Any member of Council, except for any voting member of the Executive Committee, the Undergraduate Board of Governors Representative may appoint a proxy member for any portion of their term in office to fulfill the attendance requirement set out in Section 11 of this bylaw.
- Duties of Proxy Members** 14. Throughout the duration of their appointment, a proxy member appointed pursuant to this part will meet the same qualifications and have the same rights and responsibilities as the councilor who appointed the proxy member.
- Notice to Speaker** 15. No notice of appointment of a proxy member will be valid unless the following conditions are met:
- a. The notice must be in writing or by electronic mail;
 - i. Electronic notice must be received no later than two hours before the start of the Council meeting.
 - b. The notice must contain the name and contact information of the proxy member;
 - c. The notice must be written and signed (unless sent by electronic mail) by the Councilor on whose behalf the proxy member will be acting;
 - d. The notice must be dated and include the meeting(s) of Council that the proxy will be attending on behalf of the Councilor.
16. The presence of the Councilor will constitute termination of a proxy member's appointment.
17. No proxy member can be appointed to fill an otherwise vacant position on Council.
18. Failure of a duly appointed proxy member to attend the meeting(s) of Council for which he/she was appointed will constitute an absence on the record of the Councilor who appointed the proxy member.

Part VII - Meetings

Apr 9/02
Feb 12/02
Sep 18/01
Jan 23/01

- Frequency of Meetings** 19. Council will not hold less than one (1) meeting per month, with regular meetings to be held every two (2) weeks unless otherwise deemed advisable by Council, the Executive Committee or the President of the Students' Union.
- Rules of Order** 20. *Robert's Rules of Order* will be observed at all meetings of Council, as well as any special rules/additional standing orders adopted by Council.
- Public Meetings** 21. The meetings of Council shall be open to any member of the Students' Union, but:
- a. Any meeting or part thereof may be closed, except to all Council members, upon passage of a motion to that effect.
 - b. No one who is not a member of Council may take part in discussion at a Council meeting unless questioned by a Council member, or designated as a Guest of Council.

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Bylaw 100
Schedule A

Structure of Voting Membership
of Students' Council
2000-2001

Apr 9/02
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Bylaw 100
Schedule B

Per University of Alberta Office of the Registrar

Summary of Statistics

Enrollment of Full-time Students by Faculty

Academic Year 1999-2000

Apr 9/02
Feb 12/02
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Bylaw 100

A Bylaw Respecting the Students' Council

- Short Title** 1. This Bylaw may be referred to as the "Students' Council Bylaw."
- Definitions** 2. In this Bylaw:
- a. "Speaker" means the Speaker of Students' Council, or the officer carrying out the duties of the Speaker due to his/her absence;
 - b. "Council" means the Students' Council;
 - c. "Councilor" is any voting member of Students' Council, excluding the members of the Executive Committee and undergraduate Board of Governors Representative;
 - d. "CRO" means Chief Returning Officer of the Students' Union.

Part I - Members of Council

- Non-Voting Members** 3. The non-voting members of Students' Council are:
- a. The General Manager;
 - b. The Speaker (officer of council);
 - c. The Recording Secretary (officer of council);
- Rights of Non-Voting Members** 4. A non-voting member has all the rights of voting members except:
- a. The right to move, second or vote on a motion;
 - b. The right to assume voting position on standing Boards or Committees of Council.

Apr 9/02
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**Voting
Members**

5. The fifty (50) voting members of Council are:
 - a. The voting members of the Executive Committee;
 - b. The Undergraduate Board of Governors Representative;
 - c. The Residence Hall Association Representative;
 - d. The Executive Member of the University Athletics Board.
 - e. The remaining 42 voting seats will be allocated as described bellow:

**Seat
Distribution
Formula**

$$\frac{\text{Total Population of Undergraduate Students}}{\text{Total number of voting seats} - (5 \text{ executive seats} + 3 \text{ ex-officio seats})}$$

$$= \text{THRESHOLD}$$

Threshold: total number of students necessary to hold a seat

$$\frac{\text{Total Faculty Population of Undergraduate Students}}{\text{Threshold}}$$

$$= \text{Total Number of Seats Awarded to the Faculty}$$

NOTE 1: Each faculty will be awarded at least one seat regardless of whether or not they reach threshold (if in case the total number of seats awarded is < 1 at least one seat will be awarded).

NOTE 2: Once whole numbers of seats are awarded remaining seats are distributed to those Faculties with the largest remainder (nearest the threshold for another seat) in descending order until no seats remain.

6. The structure of the voting membership of Council will be listed in Schedule A of this Bylaw, and will be updated by the Internal Review Board by January 31 of each year . Schedule A will be attached to Bylaw 100.

Apr 9/02
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Eligibility Requirements

- 7. Each voting member of Council referred to in Section 5 will be:
 - a. a member of the Students' Union within the meaning of Article VIII of the Constitution; and
 - b. registered as either:
 - i. an undergraduate student in the Faculty, School, or College they represent; or,
 - ii. the registered student group that they represent.

PART II - Faculty Representatives

Exception from Faculty Constituency

- 8. a. Each voting member of the Students' Council, shall be elected by members of the Students' Union registered in the respective faculty, school or institution in which they are registered with the exceptions of:
 - i. The Executive Committee;
 - ii. Executive Member of the University Athletics Board;
 - iii. Representative of the Residence Halls Association; and,
 - iv. The Board of Governors Representative.
- b. Each election required for the representative of a faculty, or school shall be conducted annually before the 30th of March, and in accordance with Bylaw 2200.
- c. Vacancies in Council Membership will be filled according to Article XIV – Vacancies of the Constitution.

PART III - Report of Election Results

Reporting Results

- 9. The CRO conducting an election pursuant to this Bylaw shall submit within fourteen (14) days to the Speaker of the Council a report in writing containing the results of the election.

PART IV - Requirement of Members

Apr 9/02
Feb 12/02
Sep 18/01
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Requirement of Council Members

10. Each voting member of Council, or their proxy, will:
 - a. Actively represent the student body as a whole, and the particular group by which the member was elected;
 - b. Be required to spend four (4) hours each month, or four (4) hour equivalents, during both the Fall and Winter Sessions in outreach and communication activities. Such activities must consist of, but not be limited to, sitting on Students' Union boards and committees, classroom speaking, and visiting with students, and shall not include Council meetings.
 - c. Attend to the maximum extent practicable all meetings of any board, committee, or task force of which they are a member; and,
 - d. Be responsible for regular attendance at meetings of Council.
 - e. Make recommendations to the Students' Council on matters of concern to the undergraduate students of the University of Alberta; and,
 - f. To perform other functions as may from time to time be assigned by Students' Council;

PART V - Removal of Members

Removal & Reinstatement of Council Members

11. A member of Council who misses five (5) meetings in total or three (3) consecutive meetings will:
 - a. Be immediately suspended from Council by the Speaker in a Council meeting;
 - b. Be expelled and have their seat declared vacant by the Speaker at the next Council meeting unless reinstated through the process described in Section 11.c.

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- c. An expelled member of Council or delegate may make a five (5) minute presentation to Council at the meeting immediately following their suspension, explaining the reasons behind his/her absences from Council and to ask for his/her reinstatement. After the presentation, a motion to reinstate may be moved and seconded by voting members of Council. Such a vote to reinstate shall require a two-thirds (2/3) majority to pass.
- d. A reinstated member of Council who misses a subsequent meeting is subject to removal from Council.
- e. A member of council who has been expelled from council may not be re-elected or appointed to council in the same year in which they were removed nor may they serve as a proxy.
- f. The General Manager is exempt from the attendance provisions of this by-law:

The Speaker of Council is responsible for enforcing and informing of the attendance and proxy requirements of this bylaw.
- g. Section (11)(g) notwithstanding, it is the responsibility of each member of Council be familiar with the rules governing Council's meetings including attendance requirements. Ignorance of the law shall not allow for exemption from the rules.

Resignation

- 12. A member of Council may resign their office at any time by filing written notice with the Speaker of their resignation and the member will thereupon cease to be a member of Council on the earliest of:
 - a. The date mentioned in the notice for such resignation to take effect;
 - b. Thirty (30) days after the notice is received by the Speaker.

Part VI - Proxy Members

Apr 9/02
Feb 12/02
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Jan 23/01

- Appointment of Proxy** 13. Any member of Council, except for any voting member of the Executive Committee, the Undergraduate Board of Governors Representative may appoint a proxy member for any portion of their term in office to fulfil the attendance requirement set out in Section 11 of this bylaw.
- Duties of Proxy Members** 14. Throughout the duration of their appointment, a proxy member appointed pursuant to this part will meet the same qualifications and have the same rights and responsibilities as the councilor who appointed the proxy member.
- Notice to Speaker** 15. No notice of appointment of a proxy member will be valid unless the following conditions are met:
- a. The notice must be in writing or by electronic mail;
 - i. Electronic notice must be received no later than two hours before the start of the Council meeting.
 - b. The notice must contain the name and contact information of the proxy member;
 - c. The notice must be written and signed (unless sent by electronic mail) by the Councilor on whose behalf the proxy member will be acting;
 - d. The notice must be dated and include the meeting(s) of Council that the proxy will be attending on behalf of the Councilor.
16. The presence of the Councilor will constitute termination of a proxy member's appointment.
17. No proxy member can be appointed to fill an otherwise vacant position on Council.
18. Failure of a duly appointed proxy member to attend the meeting(s) of Council for which he/she was appointed will constitute an absence on the record of the Councilor who appointed the proxy member.

Part VII - Meetings

Apr 9/02
Feb 12/02
Sep 18/01
Jan 23/01

- Frequency of Meetings** 19. Council will not hold less than one (1) meeting per month, with regular meetings to be held every two (2) weeks unless otherwise deemed advisable by Council, the Executive Committee or the President of the Students' Union.
- Rules of Order** 20. *Robert's Rules of Order* will be observed at all meetings of Council, as well as any special rules/additional standing orders adopted by Council.
- Public Meetings** 21. The meetings of Council shall be open to any member of the Students' Union, but:
- a. Any meeting or part thereof may be closed, except to all Council members, upon passage of a motion to that effect.
 - b. No one who is not a member of Council may take part in discussion at a Council meeting unless questioned by a Council member, or designated as a Guest of Council.

Apr 9/02
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Bylaw 100
Schedule A

Structure of Voting Membership
of Students' Council
2000-2001

Apr 9/02
Feb 12/02
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Bylaw 100
Schedule B

Per University of Alberta Office of the Registrar

Summary of Statistics

Enrollment of Full-time Students by Faculty

Academic Year 1999-2000

Apr 9/02
Feb 12/02
Sep 18/01
Jan 23/01

Bylaw 100

A Bylaw Respecting the Students' Council

- Short Title** 1. This Bylaw may be referred to as the "Students' Council Bylaw."
- Definitions** 2. In this Bylaw:
- a. "Speaker" means the Speaker of Students' Council, or the officer carrying out the duties of the Speaker due to his/her absence;
 - b. "Council" means the Students' Council;
 - c. "Councilor" is any voting member of Students' Council, excluding the members of the Executive Committee and undergraduate Board of Governors Representative;
 - d. "CRO" means Chief Returning Officer of the Students' Union.

Part I - Members of Council

- Non-Voting Members** 3. The non-voting members of Students' Council are:
- a. The General Manager;
 - b. The Speaker (officer of council);
 - c. The Recording Secretary (officer of council);
- Rights of Non-Voting Members** 4. A non-voting member has all the rights of voting members except:
- a. The right to move, second or vote on a motion;
 - b. The right to assume voting position on standing Boards or Committees of Council.

Apr 9/02
Feb 12/02
Sep 18/01
Jan 23/01

**Voting
Members**

5. The ~~fifty (50)~~ voting members of Council are:
 - a. The voting members of the Executive Committee;
 - b. The Undergraduate Board of Governors Representative;
 - c. Forty-two (42) Councilors
 - c. The Residence Hall Association Representative;
 - d. ~~The Executive Member of the University Athletics Board.~~
 - e. The Councilor ~~remaining 42 voting~~ seats will be allocated as described below:

**Seat
Distribution
Formula**

$$\frac{\text{Total Population of Undergraduate Students}}{\text{Total number of Council voting seats } - (5 \text{ executive seats } + 3 \text{ ex-officio seats})}$$

= THRESHOLD

Threshold: total number of students necessary to hold a seat

$$\frac{\text{Total Faculty Population of Undergraduate Students}}{\text{Threshold}}$$

= Total Number of Seats Awarded to the Faculty

NOTE 1: Each faculty will be awarded at least one seat regardless of whether or not they reach threshold (if in case the total number of seats awarded is < 1 at least one seat will be awarded).

NOTE 2: Once whole numbers of seats are awarded remaining seats are distributed to those Faculties with the largest remainder (nearest the threshold for another seat) in descending order until no seats remain.

6. The structure of the voting membership of Council will be listed in Schedule A of this Bylaw, and will be updated by the Internal Review Board by January 31 of each year . Schedule A will be attached to Bylaw 100.

Apr 9/02
Feb 12/02
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**Eligibility
Requirements**

- 7. Each voting member of Council referred to in Section 5 will be:
 - a. a member of the Students' Union within the meaning of Article VIII of the Constitution; and
 - b. registered as either:
 - i. an undergraduate student in the Faculty, School, or College they represent; or,
 - ii. the registered student group that they represent.

PART II - Faculty Representatives

**Exception from
Faculty
Constituency**

- 8. a. Each voting member of the Students' Council, shall be elected by members of the Students' Union registered in the respective faculty, school or institution in which they are registered with the exceptions of:
 - i. The Executive Committee;
 - ~~ii. Executive Member of the University Athletics Board;~~
 - iii. Representative of the Residence Halls Association; and,
 - iv. The Board of Governors Representative.
- b. Each election required for the representative of a faculty, or school shall be conducted annually before the 30th of March, and in accordance with Bylaw 2200.
- c. Vacancies in Council Membership will be filled according to Article XIV – Vacancies of the Constitution.

PART III - Report of Election Results

**Reporting
Results**

- 9. The CRO conducting an election pursuant to this Bylaw shall submit within fourteen (14) days to the Speaker of the Council a report in writing containing the results of the election.

PART IV - Requirement of Members

Apr 9/02
Feb 12/02
Sep 18/01
Jan 23/01

Requirement of Council Members

10. Each voting member of Council, or their proxy, will:
 - a. Actively represent the student body as a whole, and the particular group by which the member was elected;
 - b. Be required to spend four (4) hours each month, or four (4) hour equivalents, during both the Fall and Winter Sessions in outreach and communication activities. Such activities must consist of, but not be limited to, sitting on Students' Union boards and committees, classroom speaking, and visiting with students, and shall not include Council meetings.
 - c. Attend to the maximum extent practicable all meetings of any board, committee, or task force of which they are a member; and,
 - d. Be responsible for regular attendance at meetings of Council.
 - e. Make recommendations to the Students' Council on matters of concern to the undergraduate students of the University of Alberta; and,
 - f. To perform other functions as may from time to time be assigned by Students' Council;

PART V - Removal of Members

Removal & Reinstatement of Council Members

11. A member of Council who misses five (5) meetings in total or three (3) consecutive meetings will:
 - a. Be immediately suspended from Council by the Speaker in a Council meeting;
 - b. Be expelled and have their seat declared vacant by the Speaker at the next Council meeting unless reinstated through the process described in Section 11.c.

Apr 9/02
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Jan 23/01

- c. An expelled member of Council or delegate may make a five (5) minute presentation to Council at the meeting immediately following their suspension, explaining the reasons behind his/her absences from Council and to ask for his/her reinstatement. After the presentation, a motion to reinstate may be moved and seconded by voting members of Council. Such a vote to reinstate shall require a two-thirds (2/3) majority to pass.
- d. A reinstated member of Council who misses a subsequent meeting is subject to removal from Council.
- e. A member of council who has been expelled from council may not be re-elected or appointed to council in the same year in which they were removed nor may they serve as a proxy.
- f. The General Manager is exempt from the attendance provisions of this by-law:

The Speaker of Council is responsible for enforcing and informing of the attendance and proxy requirements of this bylaw.
- g. Section (11)(g) notwithstanding, it is the responsibility of each member of Council be familiar with the rules governing Council's meetings including attendance requirements. Ignorance of the law shall not allow for exemption from the rules.

Resignation

- 12. A member of Council may resign their office at any time by filing written notice with the Speaker of their resignation and the member will thereupon cease to be a member of Council on the earliest of:
 - a. The date mentioned in the notice for such resignation to take effect;
 - b. Thirty (30) days after the notice is received by the Speaker.

Part VI - Proxy Members

Apr 9/02
Feb 12/02
Sep 18/01
Jan 23/01

- Appointment of Proxy** 13. Any member of Council, except for any voting member of the Executive Committee, the Undergraduate Board of Governors Representative may appoint a proxy member for any portion of their term in office to fulfill the attendance requirement set out in Section 11 of this bylaw.
- Duties of Proxy Members** 14. Throughout the duration of their appointment, a proxy member appointed pursuant to this part will meet the same qualifications and have the same rights and responsibilities as the councilor who appointed the proxy member.
- Notice to Speaker** 15. No notice of appointment of a proxy member will be valid unless the following conditions are met:
- a. The notice must be in writing or by electronic mail;
 - i. Electronic notice must be received no later than two hours before the start of the Council meeting.
 - b. The notice must contain the name and contact information of the proxy member;
 - c. The notice must be written and signed (unless sent by electronic mail) by the Councilor on whose behalf the proxy member will be acting;
 - d. The notice must be dated and include the meeting(s) of Council that the proxy will be attending on behalf of the Councilor.
16. The presence of the Councilor will constitute termination of a proxy member's appointment.
17. No proxy member can be appointed to fill an otherwise vacant position on Council.
18. Failure of a duly appointed proxy member to attend the meeting(s) of Council for which he/she was appointed will constitute an absence on the record of the Councilor who appointed the proxy member.

Part VII - Meetings

Apr 9/02
Feb 12/02
Sep 18/01
Jan 23/01

PROPOSED

100 (7)

- Frequency of Meetings** 19. Council will not hold less than one (1) meeting per month, with regular meetings to be held every two (2) weeks unless otherwise deemed advisable by Council, the Executive Committee or the President of the Students' Union.
- Rules of Order** 20. *Robert's Rules of Order* will be observed at all meetings of Council, as well as any special rules/additional standing orders adopted by Council.
- Public Meetings** 21. The meetings of Council shall be open to any member of the Students' Union, but:
- a. Any meeting or part thereof may be closed, except to all Council members, upon passage of a motion to that effect.
 - b. No one who is not a member of Council may take part in discussion at a Council meeting unless questioned by a Council member, or designated as a Guest of Council.

Apr 9/02
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Bylaw 100
Schedule A

Structure of Voting Membership
of Students' Council
2000-2001

Apr 9/02
Feb 12/02
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Jan 23/01

Bylaw 100
Schedule B

Per University of Alberta Office of the Registrar

Summary of Statistics

Enrollment of Full-time Students by Faculty

Academic Year 1999-2000

Apr 9/02
Feb 12/02
Sep 18/01
Jan 23/01

Bylaw 100

A Bylaw Respecting the Students' Council

- Short Title** 1. This Bylaw may be referred to as the "Students' Council Bylaw."
- Definitions** 2. In this Bylaw:
- a. "Speaker" means the Speaker of Students' Council, or the officer carrying out the duties of the Speaker due to his/her absence;
 - b. "Council" means the Students' Council;
 - c. "Councilor" is any voting member of Students' Council, excluding the members of the Executive Committee and undergraduate Board of Governors Representative;
 - d. "CRO" means Chief Returning Officer of the Students' Union.

Part I - Members of Council

- Non-Voting Members** 3. The non-voting members of Students' Council are:
- a. The General Manager;
 - b. The Speaker (officer of council);
 - c. The Recording Secretary (officer of council);
- Rights of Non-Voting Members** 4. A non-voting member has all the rights of voting members except:
- a. The right to move, second or vote on a motion;
 - b. The right to assume voting position on standing Boards or Committees of Council.

Apr 9/02
Feb 12/02
Sep 18/01
Jan 23/01

**Voting
Members**

- 5. The fifty (50) voting members of Council are:
 - a. The voting members of the Executive Committee;
 - b. The Undergraduate Board of Governors Representative;
 - c. The Residence Hall Association Representative;
 - d. The Executive Member of the University Athletics Board.
 - e. The remaining 42 voting seats will be allocated as described bellow:

**Seat
Distribution
Formula**

$$\frac{\text{Total Population of Undergraduate Students}}{\text{Total number of voting seats} - (5 \text{ executive seats} + 3 \text{ ex-officio seats})}$$

$$= \text{THRESHOLD}$$

Threshold: total number of students necessary to hold a seat

$$\frac{\text{Total Faculty Population of Undergraduate Students}}{\text{Threshold}}$$

$$= \text{Total Number of Seats Awarded to the Faculty}$$

NOTE 1: Each faculty will be awarded at least one seat regardless of whether or not they reach threshold (if in case the total number of seats awarded is < 1 at least one seat will be awarded).

NOTE 2: Once whole numbers of seats are awarded remaining seats are distributed to those Faculties with the largest remainder (nearest the threshold for another seat) in descending order until no seats remain.

- 6. The structure of the voting membership of Council will be listed in Schedule A of this Bylaw, and will be updated by the Internal Review Board by January 31 of each year . Schedule A will be attached to Bylaw 100.

Apr 9/02
 Feb 12/02
 Sep 18/01
 Jan 23/01

Eligibility Requirements

- 7. Each voting member of Council referred to in Section 5 will be:
 - a. a member of the Students' Union within the meaning of Article VIII of the Constitution; and
 - b. registered as either:
 - i. an undergraduate student in the Faculty, School, or College they represent; or,
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PART II - Faculty Representatives

Exception from Faculty Constituency

- 8. a. Each voting member of the Students' Council, shall be elected by members of the Students' Union registered in the respective faculty, school or institution in which they are registered with the exceptions of:
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Reporting Results

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Apr 9/02
Feb 12/02
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 - c. Attend to the maximum extent practicable all meetings of any board, committee, or task force of which they are a member; and,
 - d. Be responsible for regular attendance at meetings of Council.
 - e. Make recommendations to the Students' Council on matters of concern to the undergraduate students of the University of Alberta; and,
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Removal & Reinstatement of Council Members

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Apr 9/02
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Jan 23/01

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Part VI - Proxy Members

Apr 9/02
Feb 12/02
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- Duties of Proxy Members** 14. Throughout the duration of their appointment, a proxy member appointed pursuant to this part will meet the same qualifications and have the same rights and responsibilities as the councilor who appointed the proxy member.
- Notice to Speaker** 15. No notice of appointment of a proxy member will be valid unless the following conditions are met:
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Part VII - Meetings

Apr 9/02
Feb 12/02
Sep 18/01
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Apr 9/02
Feb 12/02
Sep 18/01
Jan 23/01

Bylaw 100
Schedule A

Structure of Voting Membership
of Students' Council
2000-2001

Apr 9/02
Feb 12/02
Sep 18/01
Jan 23/01

Bylaw 100
Schedule B

Per University of Alberta Office of the Registrar

Summary of Statistics

Enrollment of Full-time Students by Faculty

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Bylaw 100

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Part I - Members of Council

- Non-Voting Members** 3. The non-voting members of Students' Council are:
- a. The General Manager;
 - b. The Speaker (officer of council);
 - c. ~~The Recording Secretary (officer of council);~~
- Rights of Non-Voting Members** 4. A non-voting member has all the rights of voting members except:
- a. The right to move, second or vote on a motion;
 - b. The right to assume voting position on standing Boards or Committees of Council.

Apr 9/02
Feb 12/02
Sep 18/01
Jan 23/01

**Voting
Members**

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- a. The voting members of the Executive Committee;
- b. The Undergraduate Board of Governors Representative;
- c. The Residence Hall Association Representative;
- d. The Executive Member of the University Athletics Board.
- e. The remaining 42 voting seats will be allocated as described bellow:

**Seat
Distribution
Formula**

$$\frac{\text{Total Population of Undergraduate Students}}{\text{Total number of voting seats} - (5 \text{ executive seats} + 3 \text{ ex-officio seats})}$$

$$= \text{THRESHOLD}$$

Threshold: total number of students necessary to hold a seat

$$\frac{\text{Total Faculty Population of Undergraduate Students}}{\text{Threshold}}$$

$$= \text{Total Number of Seats Awarded to the Faculty}$$

NOTE 1: Each faculty will be awarded at least one seat regardless of whether or not they reach threshold (if in case the total number of seats awarded is < 1 at least one seat will be awarded).

NOTE 2: Once whole numbers of seats are awarded remaining seats are distributed to those Faculties with the largest remainder (nearest the threshold for another seat) in descending order until no seats remain.

- 6. The structure of the voting membership of Council will be listed in Schedule A of this Bylaw, and will be updated by the ~~Internal Review Board~~ CRO by January 31 of each year. Schedule A will be attached to Bylaw 100.

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**Eligibility
Requirements**

- 7. Each voting member of Council referred to in Section 5 will be:
 - a. a member of the Students' Union within the meaning of Article VIII of the Constitution; and
 - b. registered as either:
 - i. an undergraduate student in the Faculty, School, or College they represent; or,
 - ii. the registered student group that they represent.

PART II - Faculty Representatives

**Exception from
Faculty
Constituency**

- 8. a. Each voting member of the Students' Council, shall be elected by members of the Students' Union registered in the respective faculty, school or institution in which they are registered with the exceptions of:
 - i. The Executive Committee;
 - ii. The Board of Governors Representative.
- b. Each election required for the representative of a faculty, or school shall be conducted annually before the 30th of March, and in accordance with Bylaw 2200.
- c. Vacancies in Council Membership will be filled according to Article XIV – Vacancies of the Constitution.

PART III - Report of Election Results & Transfer of Authority

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Reporting Results

9. The CRO conducting an election pursuant to this Bylaw shall submit within fourteen (14) days prior to the last meeting of Students' Council to the Speaker of the Council a report in writing containing the results of the election.

Installation Ceremony

10. At the first meeting of Students' Council the outgoing President will preside over the installation ceremony of the elected officials contained in the report in s.(9) and will consist of the outgoing President applying the Students' Union "Oath of Office" contained in Appendix C of this by-law to the incoming members of council.

11. In the absence of the President the outgoing Speaker will preside over the installation ceremony and failing that the incoming Speaker will preside.

Transfer of Power

12. Upon execution of section 11 of the bylaw the outgoing council will cease to hold office and the term of the incoming council will begin.

Date of Transfer

13. The installation ceremony will occur no later than May 7th of each year.

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Part IV Speaker

Election of Speaker

14. The Council will directly elect the Speaker in the following manner:
- a. The position will be advertised;
 - b. All interested candidates must be nominated by 1 member of Council;
 - c. Nominations are due March 15;
 - d. Each nominee must submit a resume and cover letter to Council;
 - e. The new Speaker will be elected by Council at the first meeting of the new Council from among the nominated candidates after each candidate has:
 - (i) given a brief speech;
 - (ii) answer a scenario question;
 - (iii) answered any questions put to them by Council.

Qualifications

15. The Speaker must be an undergraduate student.

Duties

16. The Speaker is responsible for:
- (a) chairing meetings of Council.
 - (b) requesting from each member of the Executive Committee, written evidence from the Office of the Registrar, that the member meets the eligibility requirements for office and to present such evidence no more than one month after the add - drop deadline.
 - (c) the logistical needs of Council
 - (d) the budget for Council
 - (e) other duties as from time to time may be assigned by Council.

Sufficient Support to be Provided

17. The Speaker will have access to sufficient administrative support to carry out the logistical requirements of Students' Council.

Reporting and Dismissal

18. The Speaker will report to Council and may be dismissed by a simple majority vote of Council which must be entered on the Order Paper with due notice.

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Absence of Speaker

19. In the absence of the Speaker, the President (or in their absence a vice-President) shall preside over an election for an Acting Speaker. The Acting Speaker will be elected by a majority of Council.

PART IV - Requirement of Members

Requirement of Council Members

10. Each voting member of Council, or their proxy, will:
 - a. Actively represent the student body as a whole, and the particular group by which the member was elected;
 - b. Be required to spend four (4) hours each month, or four (4) hour equivalents, during both the Fall and Winter Sessions in outreach and communication activities. Such activities must consist of, but not be limited to, sitting on Students' Union boards and committees, classroom speaking, and visiting with students, and shall not include Council meetings.
 - c. Attend to the maximum extent practicable all meetings of any board, committee, or task force of which they are a member; and,
 - d. Be responsible for regular attendance at meetings of Council.
 - e. Make recommendations to the Students' Council on matters of concern to the undergraduate students of the University of Alberta; and,
 - f. To perform other functions as may from time to time be assigned by Students' Council;

PART V - Removal of Members

11. A member of Council who misses five (5) meetings in total or three (3) consecutive meetings will:
 - a. Be immediately suspended from Council by the Speaker in a Council meeting;
 - b. Be expelled and have their seat declared vacant by the Speaker at the next Council meeting unless reinstated through the process described in Section 11.c.

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**Removal &
Reinstatement
of Council
Members**

- c. An expelled member of Council or delegate may make a five (5) minute presentation to Council at the meeting immediately following their suspension, explaining the reasons behind his/her absences from Council and to ask for his/her reinstatement. After the presentation, a motion to reinstate may be moved and seconded by voting members of Council. Such a vote to reinstate shall require a two-thirds (2/3) majority to pass.
 - d. A reinstated member of Council who misses a subsequent meeting is subject to removal from Council.
 - e. A member of council who has been expelled from council may not be re-elected or appointed to council in the same year in which they were removed nor may they serve as a proxy.
 - f. The General Manager is exempt from the attendance provisions of this by-law:
 - g. The Speaker of Council is responsible for enforcing and informing of the attendance and proxy requirements of this bylaw.
 - h. Section (11)(g) notwithstanding, it is the responsibility of each member of Council be familiar with the rules governing Council's meetings including attendance requirements. Ignorance of the law shall not allow for exemption from the rules.
12. A member of Council may resign their office at any time by filing written notice with the Speaker of their resignation and the member will thereupon cease to be a member of Council on the earliest of:
- a. The date mentioned in the notice for such resignation to take effect;
 - b. Thirty (30) days after the notice is received by the Speaker.

Resignation

Part VI - Proxy Members

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- | | |
|--------------------------------|---|
| Appointment of Proxy | 13. Any member of Council, except for any voting member of the Executive Committee, the Undergraduate Board of Governors Representative may appoint a proxy member for any portion of their term in office to fulfill the attendance requirement set out in Section 11 of this bylaw. |
| Duties of Proxy Members | 14. Throughout the duration of their appointment, a proxy member appointed pursuant to this part will meet the same qualifications and have the same rights and responsibilities as the councilor who appointed the proxy member. |
| Notice to Speaker | <p>15. No notice of appointment of a proxy member will be valid unless the following conditions are met:</p> <ul style="list-style-type: none"> a. The notice must be in writing or by electronic mail; <ul style="list-style-type: none"> i. Electronic notice must be received no later than two hours before the start of the Council meeting. b. The notice must contain the name and contact information of the proxy member; c. The notice must be written and signed (unless sent by electronic mail) by the Councilor on whose behalf the proxy member will be acting; d. The notice must be dated and include the meeting(s) of Council that the proxy will be attending on behalf of the Councilor. <p>16. The presence of the Councilor will constitute termination of a proxy member's appointment.</p> <p>17. No proxy member can be appointed to fill an otherwise vacant position on Council.</p> <p>18. Failure of a duly appointed proxy member to attend the meeting(s) of Council for which he/she was appointed will constitute an absence on the record of the Councilor who appointed the proxy member.</p> |

Part VII - Meetings

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- Frequency of Meetings** 19. ~~Council will not hold less than one (1) meeting per month, with regular meetings to be held every two (2) weeks unless otherwise deemed advisable by Council, the Executive Committee or the President of the Students' Union.~~
- Rules of Order** 20. *Robert's Rules of Order* will be observed at all meetings of Council, as well as any special rules/additional standing orders adopted by Council.
- Public Meetings** 21. ~~The meetings of Council shall be open to any member of the Students' Union, but:~~
- a. ~~Any meeting or part thereof may be closed, except to all Council members, upon passage of a motion to that effect.~~
 - b. ~~No one who is not a member of Council may take part in discussion at a Council meeting unless questioned by a Council member, or designated as a Guest of Council.~~

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Bylaw 100
Schedule A

Structure of Voting Membership
of Students' Council
2000-2001

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Bylaw 100
Schedule B

Per University of Alberta Office of the Registrar

Summary of Statistics

Enrollment of Full-time Students by Faculty

Academic Year 1999-2000

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By-law 100 Appendix C “Oath of Office”

Student’s Union “Oath of Office”

I am not here for me.

I am here for the people that lent me their power in exchange for a promise.

I will keep that promise to make decisions with their interests in mind.

I will vote after knowing the facts, not before.

I will use Robert’s rules for their purpose, not my own.

I will oppose ideas, not people.

I will think before I speak, not speak just to think.

I will take the job seriously, or I will not take the job at all.

I will represent my students interests, not my own.

I am not here for me.

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.

Aug 5/03
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- 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.

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**Salaries
Payable**

- 9. a. A salary will be paid to the Speaker of the Students' Council in the amount of 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 Eighty-Three (\$83.00) Dollars per meeting of Students' Council.
- c. A salary will be paid to a member of the Executive Committee in the amount of 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 Ninety Eight (\$1098.00) Dollars per month from May 1 to August 31 and 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 Ninety Eight (\$1098.00) Dollars per month from May 1 to August 31 and 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 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 Ninety Eight (\$1098.00) Dollars per month from May 1 to August 31 and 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 Seventy-Two (\$1372.00) Dollars per month.

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i. A salary will be paid to the Director of the Student OmbudService in the amount of 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 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 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 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 Three Hundred (\$1300.00) Dollars per month.

n. An honorarium will be paid to the Chief Returning Officer in the amount of 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 Forty (\$1040.00) Dollars for the term of October 1 to April 30.

Indexing

10. The salaries and honoraria embodied in this bylaw will be changed annually by an amount equal to 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.

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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

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Bylaw 3200**A Bylaw Respecting the Honoraria and Salaries Paid by the Students' Union to Term and Elected Employees**

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- Definitions** 2. In this Bylaw:
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 - 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.

Aug 5/03
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 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-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 Eighty-Three (\$83.00) Dollars per meeting of Students' Council.~~
- c. A salary will be paid to a member of the Executive Committee in the amount of 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 Ninety Eight (\$1098.00) Dollars per month from May 1 to August 31 and 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 Ninety Eight (\$1098.00) Dollars per month from May 1 to August 31 and 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 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 Ninety Eight (\$1098.00) Dollars per month from May 1 to August 31 and 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 Seventy-Two (\$1372.00) Dollars per month.

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i. A salary will be paid to the Director of the Student OmbudService in the amount of 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 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 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 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 Three Hundred (\$1300.00) Dollars per month.

n. An honorarium will be paid to the Chief Returning Officer in the amount of 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 Forty (\$1040.00) Dollars for the term of October 1 to April 30.

Indexing

10. The salaries and honoraria embodied in this bylaw will be changed annually by an amount equal to 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.

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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

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Bylaw 5400

A Bylaw Respecting the Nominating Committee of the Students' Union

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

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

Group 2 Director of Student Distress Centre

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

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Group 3 Director of Student OmbudService

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

Group 4 Director of Safewalk

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

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Group 5 Director of Student Groups

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

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

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

Group 7 Academic Affairs Coordinator

- a. Nominating Committee Group "7" will be responsible for selecting a candidate for the following position:
 - i. Academic Affairs Coordinator.

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

Group 8 Community Relations Coordinator

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

Group 9 Student Activities Coordinator

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

Group 10

Speaker of Students' Council and Recording Secretary of SC

- a. Nominating Committee Group "10" will be responsible for selecting a candidate for the following position:
 - i. Speaker of Students' Council; and
 - ii. Recording Secretary of Students' Council.

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Group 11 Chief Returning Officer

- b. Nominating Committee Group "10" will consist of:
 - i. the outgoing President of the Students' Union as Chair;
 - ii. the incoming President of the Students' Union;
 - iii. one (1) student-at-large member;
 - iv. one (1) voting member of Students' Council; and
 - v. the outgoing Speaker of Students' Council, as an ex-officio member and non-voting member, for the selection of the Speaker of Students' Council only;
 - vi. the Executive Assistant, as an ex-officio member and non-voting member for the Selection of the Recording Secretary of Students' Council only.
- a. Nominating Committee Group "11" will be responsible for selecting a candidate for the following position:
 - i. Chief Returning Officer
- b. Nominating Committee "11" will consists of:
 - i. the outgoing President of the Students' Union as Chair,
 - ii. the incoming President of the Students' Union;
 - iii. one (1) student-at-large member;
 - iv. one (1) voting member of Students' Council; and,
 - v. the outgoing Chief Returning Officer.

Group 12 Presidential Boards & Committees

- a. Nominating Committee Group "12" will be responsible for selecting student-at-large members for the following:
 - i. Internal Review Board
- b. Nominating Committee Group "12" will consist of:
 - i. the outgoing President of the Students' Union, as Chair;
 - ii. the incoming President of the Students' Union;
 - iii. one (1) student-at-large member; and,
 - iv. one (1) voting member of Students' Council.

Group 13 Vice-President Academic Boards & Committees

- a. Nominating Committee Group "13" will be responsible for selecting student-at-large members for the following:
 - i. Academic Affairs Board;
 - ii. Awards Selection Committee; and,
 - iii. University Standing Committees, as required.

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- b. Nominating Committee Group "13" will consist of:
 - i. the outgoing Vice-President Academic of the, as Chair;
 - ii. the incoming Vice-President Academic of the Students' Union;
 - iii. one (1) student-at-large member; and,
 - iv. one (1) voting member of Students' Council.

Group 14 Vice-President External Boards & Committees

- a. Nominating Committee Group "14" will be responsible for selecting student-at-large members for the following:
 - i. External Affairs Board;
 - ii. Eugene Brody Funding Committee; and,
 - iii. University of Alberta Senate.

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

Group 15 Vice-President Operations & Finance Boards & Committees

- a. Nominating Committee Group "15" will be responsible for selecting student-at-large members for the following:
 - i. Financial Affairs Board;
 - ii. Golden Bear and Panda Legacy Fund Committee;
 - iii. Campus Recreation Enhancement Fund Committee;
 - iv. Access Fund Board.

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

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Group 16 Vice-President Student Life Boards & Committees

- a. Nominating Committee Group "16" will be responsible for selecting student-at-large members for the following:
 - i. Student Life Board;
 - ii. Programming Committee;
 - iii. Student Groups Committee;

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

Chair

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

Conflict of Interest

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

Conduct of Business

8.
 - a. Quorum shall be a majority of the voting members of each Nominating Committee.
 - b. An orientation seminar will be held for all members of Nominating Committee prior to 15 March each year, which will include training in interviewing and short-listing skills.
 - c. Nominating Committee will make every effort, prior to commencement of the interview process, to consult with the current Director, Coordinator, and/or the appropriate outgoing Vice-President concerning the position requirements. This will ensure the position requirements are met.

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- d. The Nominating Committee will advertise fully in two (2) consecutive issues of the Official Student Newspaper not less than one (1) week before the application deadline all positions available for students participation in the Students' Union.
- e. The Nominating Committee will shortlist and select candidates only from the applications received.
- f. Nominating Committee Groups "1" to "12" will meet at least one (1) week prior to Nominating Committee Groups "13" to "21". Unsuccessful applicants for positions considered in Groups "1" to "12" will be entitled to apply for positions contested in Groups "13" to "21".
- g. The President or their designate will make every effort to notify applicants of the scheduled interview times, including the availability of the interviewing schedule with the Receptionist in the Executive Offices at least one (1) week prior to the commencement of interviews.
- h. The recommendations of the Nominating Committee will be based on the following criteria:
 - i. qualifications of applicants;
 - ii. interest and enthusiasm;
 - iii. degree of involvement of applicants in student government to ensure widespread involvement of all interested students.
- i. The candidates selected by the nominating committee will be forwarded to Students' Council for ratification.

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Bylaw 5400

A Bylaw Respecting the Nominating Committee of the Students' Union

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

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

Group 2 Director of Student Distress Centre

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

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Group 3 Director of Student OmbudService

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

Group 4 Director of Safewalk

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

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Group 5 Director of Student Groups

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

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

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

Group 7 Academic Affairs Coordinator

- a. Nominating Committee Group "7" will be responsible for selecting a candidate for the following position:
 - i. Academic Affairs Coordinator.

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

Group 8 Community Relations Coordinator

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

Group 9 Student Activities Coordinator

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

Group 10

Speaker of Students' Council and Recording Secretary of SC

- a. Nominating Committee Group "10" will be responsible for selecting a candidate for the following position:
 - i. Speaker of Students' Council; and
 - ii. ~~Recording Secretary of Students' Council.~~

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Group 11 Chief Returning Officer

- b. Nominating Committee Group "10" will consist of:
 - i. the outgoing President of the Students' Union as Chair;
 - ii. the incoming President of the Students' Union;
 - iii. one (1) student-at-large member;
 - iv. one (1) voting member of Students' Council; and
 - v. the outgoing Speaker of Students' Council, as an ex-officio member and non-voting member, for the selection of the Speaker of Students' Council only;
 - vi. ~~the Executive Assistant, as an ex-officio member and non-voting member for the Selection of the Recording Secretary of Students' Council only.~~
- a. Nominating Committee Group "11" will be responsible for selecting a candidate for the following position:
 - i. Chief Returning Officer
- b. Nominating Committee "11" will consists of:
 - i. the outgoing President of the Students' Union as Chair,
 - ii. the incoming President of the Students' Union;
 - iii. one (1) student-at-large member;
 - iv. one (1) voting member of Students' Council; and,
 - v. the outgoing Chief Returning Officer.

Group 12 Presidential Boards & Committees

- a. Nominating Committee Group "12" will be responsible for selecting student-at-large members for the following:
 - i. Internal Review Board
- b. Nominating Committee Group "12" will consist of:
 - i. the outgoing President of the Students' Union, as Chair;
 - ii. the incoming President of the Students' Union;
 - iii. one (1) student-at-large member; and,
 - iv. one (1) voting member of Students' Council.

Group 13 Vice-President Academic Boards & Committees

- a. Nominating Committee Group "13" will be responsible for selecting student-at-large members for the following:
 - i. Academic Affairs Board;
 - ii. Awards Selection Committee; and,
 - iii. University Standing Committees, as required.

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- b. Nominating Committee Group "13" will consist of:
 - i. the outgoing Vice-President Academic of the, as Chair;
 - ii. the incoming Vice-President Academic of the Students' Union;
 - iii. one (1) student-at-large member; and,
 - iv. one (1) voting member of Students' Council.

Group 14 Vice-President External Boards & Committees

- a. Nominating Committee Group "14" will be responsible for selecting student-at-large members for the following:
 - i. External Affairs Board;
 - ii. Eugene Brody Funding Committee; and,
 - iii. University of Alberta Senate.

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

Group 15 Vice-President Operations & Finance Boards & Committees

- a. Nominating Committee Group "15" will be responsible for selecting student-at-large members for the following:
 - i. Financial Affairs Board;
 - ii. Golden Bear and Panda Legacy Fund Committee;
 - iii. Campus Recreation Enhancement Fund Committee;
 - iv. Access Fund Board.

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

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Group 16 Vice-President Student Life Boards & Committees

- a. Nominating Committee Group "16" will be responsible for selecting student-at-large members for the following:
 - i. Student Life Board;
 - ii. Programming Committee;
 - iii. Student Groups Committee;

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

Chair

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

Conflict of Interest

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

Conduct of Business

8.
 - a. Quorum shall be a majority of the voting members of each Nominating Committee.
 - b. An orientation seminar will be held for all members of Nominating Committee prior to 15 March each year, which will include training in interviewing and short-listing skills.
 - c. Nominating Committee will make every effort, prior to commencement of the interview process, to consult with the current Director, Coordinator, and/or the appropriate outgoing Vice-President concerning the position requirements. This will ensure the position requirements are met.

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- d. The Nominating Committee will advertise fully in two (2) consecutive issues of the Official Student Newspaper not less than one (1) week before the application deadline all positions available for students participation in the Students' Union.
- e. The Nominating Committee will shortlist and select candidates only from the applications received.
- f. Nominating Committee Groups "1" to "12" will meet at least one (1) week prior to Nominating Committee Groups "13" to "21". Unsuccessful applicants for positions considered in Groups "1" to "12" will be entitled to apply for positions contested in Groups "13" to "21".
- g. The President or their designate will make every effort to notify applicants of the scheduled interview times, including the availability of the interviewing schedule with the Receptionist in the Executive Offices at least one (1) week prior to the commencement of interviews.
- h. The recommendations of the Nominating Committee will be based on the following criteria:
 - i. qualifications of applicants;
 - ii. interest and enthusiasm;
 - iii. degree of involvement of applicants in student government to ensure widespread involvement of all interested students.
- i. The candidates selected by the nominating committee will be forwarded to Students' Council for ratification.

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Bylaw 200

A Bylaw Respecting the Changeover Meeting of the Students' Council

- Short Title** 1.—This Bylaw may be referred to as the "Changeover Bylaw".
- Definitions** 2.—In this bylaw:
- a. "Outgoing" means those members of the Students' Council who have been elected to Students' Council for the year terminating at the Changeover Meeting.
 - b. "Incoming" means those members who have been elected to Students' Council for the year commencing at the Changeover Meeting.
- Content of Meeting** 3.—The changeover meeting shall consist of:
- a. a business session; and,
 - b. an inaugural session.
- Date of Meeting** 4.—The changeover meeting shall be held no later than May 7 of each year, the exact date to be set by the Outgoing President of the Executive Committee.
- Order of Business, Business** 5.—The Order of Business for the Business Session of the Changeover Meeting shall be the same as the duly adopted Standing Orders of Students' Council plus four additional orders which are to be included in the following order directly preceding adjournment. The four additional standing orders shall be:
- a. Consideration of the recommendations of the Nominating Committee's Report as set forth in Bylaw 5400.
 - b. Presentation and tabling of the election report by the President, as compiled by the CRO in accordance with Section 28 of Bylaw 2200;
 - c. The Outgoing President's Address;
 - d. Installation of the incoming Council and application of the oath of office
 - i. —The process of installation and the oath of office shall be contained in Appendix A of this bylaw and shall be updated from time to time as determined by the Internal Review Board.

Order of Business, Inaugural

6. ~~The order of Business of the Inaugural Session shall be:~~
- a. ~~Call to Order~~
 - b. ~~National Anthem~~
 - c. ~~U of A Cheer Song~~
 - d. ~~Roll Call (according to the report approved in Section 5 (b) and non-voting members)~~
 - e. ~~Approval of the Agenda~~
 - f. ~~Speaker's Welcome and Presentation~~
 - i. ~~Universities Act~~
 - ii. ~~Students' Union Constitution~~
 - iii. ~~Bylaw 100 (Structure of Students' Council)~~
 - iv. ~~Standing Orders of Students' Council~~
 - v. ~~Robert's Rules of Order~~
 - g. ~~Inaugural Address (s)~~
 - i. ~~President~~
 - ii. ~~Vice Presidents²~~
 - iii. ~~Undergraduate, Board of Governors Representative~~
 - h. ~~Approval of Standing Orders~~
 - i. ~~Approval of annual meeting schedule~~
 - j. ~~Election of Councilors to SU Boards and Committees (Appendix B)~~
 - k. ~~New Business~~
 - l. ~~Information Items~~
 - m. ~~Announcements~~
 - n. ~~Adjournment~~

Term of Office

7. ~~Upon execution of Section 5 (d) of this bylaw and the subsequent adjournment of the business session of the changeover meeting, the outgoing council shall cease to hold office and the term of the incoming council shall begin with the call to order of the inaugural session of the changeover meeting.~~

Installation

8. ~~No voting member of the incoming council shall take office until the Speaker of the outgoing council has received the written report of the member's election, as required by section 28 of Bylaw 2200 and the report is received by Council as required by Section 5 (b) of this bylaw.~~

Bylaw 300**A Bylaw Respecting the Officers of Students Council**

- Short Title** 1.—~~This Bylaw may be referred to as the "Officers of Student Council Bylaw".~~
- Definitions** 2.—In this bylaw:
a. "Council" means Students' Council;
b. "Standing Orders" means rules and procedures adopted by Council.
- Officers** 3.—The officers of Students' Council shall be:
a.—Speaker
b.—Recording Secretary
- Appointment and Ratification** 4.—~~On the recommendation of the Nominating Committee, officers of Students' Council shall be appointed by a two-thirds (2/3) majority vote of the incoming Students' Council at the Changeover Meeting.~~
- Term of office** 5.—Each Officer shall serve from the time of appointment until the Changeover Meeting of Students' Council.
- Qualifications** 6.—Each Officer of Students' Council must be:
a.—registered in the equivalent of at least one course for credit at the University of Alberta during both the Fall and Winter Sessions of their term of office;
b.—an undergraduate student;
c.—in the absence of any qualified applicants the President may waive the qualifications set out in Sections 6. a. and b. of this Bylaw.

Duties of Officers

- 7.—The responsibilities of each officer are as follows:
- a.—Speaker:
 - i.—To request from each member of the Executive Committee written evidence from the Office of the Registrar, that the member meets the eligibility requirements in Bylaw 2200, Section 15 and to present such evidence to Council by September 30 and January 31 of each year;
 - ii.—To chair meetings of the Students' Council in accordance with Robert's Rules of Order, and the Standing Orders of Students' Council;
 - iii.—To chair the Students' Council Appeal Advisory Board, pursuant to Bylaw 1300;
 - iv.—To chair any special general meetings of the Students' Union, pursuant to Bylaw 600;
 - v.—To sit as an ex-officio, non-voting member of the Internal Review Board of Students' Council, pursuant to Bylaw 4400;
 - vi.—To report to the President of the Students' Union.
 - b.—Recording Secretary:
 - i.—To record accurate minutes of all council meetings;
 - ii.—To record attendance of all council meetings;
 - iii.—To report to the Executive Assistant.

Absence of Officers

- 8.—In the absence of the:
- a.—Speaker, the President of the Students' Union (or in the absence of the President, a Vice-President of the Students' Union) shall preside over an election for an Acting Speaker. The temporary Speaker shall be elected by a majority of Students' Council;
 - b.—Recording Secretary, the Speaker will appoint an Acting Recording Secretary for the meeting.

Non-Voting Member

- 9.—Officers of Students' Council will be non-voting members of Students' Council.

Dismissal of Speaker

- 10.—The Speaker may be dismissed by Students' Council by passage of a motion for their dismissal, passed by a two-thirds (2/3) majority at two (2) consecutive meetings of Council.

**Dismissal of
Recording
Secretary**

~~11. The Recording Secretary may be dismissed by the Executive Assistant.~~

PROPOSED

Bylaw 8350 A Bylaw Regarding Faculty Associations

Part I: General

1. A Faculty Association is an organization which
 - a. provides services and representation for its members;
 - b. acts as a student advocate to its Faculty on Faculty-related issues; and
 - c. (c) aspires to represent student concerns in a transparent, open, accountable, democratic, credible, and fiscally-prudent manner.
2. A Faculty Association is the official representative of its members on Faculty-related issues.
3. The Students' Union shall annually determine which student groups constitute Faculty Associations within this bylaw, on the basis of the following principles:
 - a. a Faculty Association represents exactly one Faculty;
 - b. no Faculty shall be represented by more than one Faculty Association, except where the Faculty consists of multiple distinct programs having little academic commonality in which case a Faculty may be represented by exactly one Faculty Association for each such program;
 - c. a Faculty Association's membership includes each student that it represents, including special and visiting students; and
 - d. a student group which has been recognized as a Faculty Association for a Faculty or for programs within a Faculty shall be presumed to continue being the Faculty Association for the Faculty or the programs within the Faculty.
4. The Students' Union may recognize a student group that does not meet all of the requirements of a Faculty Association as the probationary Faculty Association for a faculty or program that lacks a Faculty Association, for a period not longer than one year, after which the student group shall either meet the requirements of a Faculty Association or cease to be recognized as a Faculty Association.
5. The Students' Union shall derecognize a Faculty Association upon the Faculty Association's no longer being a student group, and may derecognize a Faculty Association if:

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- a. the Faculty Association applies for derecognition;
 - b. a majority of the students which a Faculty Association represents petition for derecognition; or
 - c. another student group applies for derecognition and purports that it better represents the students, if and only if that student group is then recognized as the Faculty Association for that Faculty.
6. A student ceases to be a member of a Faculty Association upon ceasing to be a student enrolled in a program represented by the Faculty Association.
 7. Any member of a Faculty Association may resign his or her membership in the Faculty Association by notifying the Faculty Association of his or her resignation, and may reinstate it upon notifying the Faculty Association of his or her reinstatement of membership.
 8. All determinations by the Students' Union required by this bylaw shall be made by the Vice-President (Academic) in consultation with the person responsible for registration of student groups.

Part II: Governance

9. A Faculty Association shall have legislation specifying, at minimum:
 - a. the number and manner of selection of its officers;
 - b. the manner in which elections, if applicable, are to be held;
 - c. the conduct of its business;
 - d. the workings of its governance process;
 - e. the acquisition, management, and disposition of its property;
 - f. the manner in which its financial statements are verified for accuracy; and
 - g. the adoption and amendment of its legislation.
10. A Faculty Association shall annually provide a statement of its operations and finances to its membership and to the Students' Union.
11. A Faculty Association shall adopt one of the following governance structures:
 - a. direct unitary;

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- b. indirect unitary;
 - c. confederal, with the approval of the Students' Union;
 - d. federal; or
 - e. an alternative structure satisfying the principles set out in this bylaw, approved by the Students' Union.
12. A Faculty Association has a direct unitary structure when:
- a. its legislation is adopted, amended, or rescinded by means of a General Meeting of its membership;
 - b. its General Meetings are held no less than one per Fall/Winter session, and are open to each member; and
 - c. its executive committee is accountable to and removable by a General Meeting.
13. A Faculty Association has an indirect unitary structure when:
- a. it has a Council representing its membership which is empowered to adopt, amend, or rescind legislation;
 - b. it may have a General Meeting which may also adopt, amend, or rescind legislation;
 - c. its Council is elected on no less frequently than an annual basis, and
 - i. if its Council is elected on a constituency basis, each member is part of one and only one constituency, and that voting weights per constituency on the Council shall be representative of the membership of each constituency, or
 - ii. its Council may opt to permit representation by means of multiple methods of determining constituencies such that a member may be represented by multiple constituencies, provided that each member is represented by an equal number of constituencies;
 - d. its executive committee is accountable to its Council;
 - e. (e) its executive committee is removeable by a recall method determined by the Council; and

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- f. its Council is composed of not less than nine members.
14. A Faculty Association has a confederal structure when:
 - a. it is composed of other student groups which are themselves considered as if they were Faculty Associations;
 - b. its constituent Faculty Associations use either the direct unitary or indirect unitary structures; and
 - c. its legislation is adopted, amended, or rescinded by means of a Council representing its constituent Faculty Associations.
 15. A Faculty Association has a federal structure when:
 - a. it has a Council, having at least nine members, representing its membership which is empowered to adopt, amend, or rescind legislation;
 - b. it may have a General Meeting which may also adopt, amend, or rescind legislation;
 - c. no less than two-thirds of its Council is, no less frequently than on an annual basis, elected on a constituency basis or appointed by bodies recognized by the Faculty Association as representing the constituencies, such that
 - i. each member of the Faculty Association is part of either one constituency or is represented by an equal number of constituencies, and
 - ii. the voting weight of each representative is reflective of the membership of each constituency;
 - d. its executive committee is accountable to its Council;
 - e. its executive committee is removable by a recall method determined by the Council.
 16. Each member of a Faculty Association shall:
 - a. at a General Meeting, if applicable, be afforded the same voting power as any other member of the Faculty Association, excepting that if the Faculty Association has made provisions permitting the use of proxy votes, the provisions with respect to proxy votes shall apply to each member of the Faculty Association;

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- b. in a referendum or plebiscite, be afforded the same voting power as any other member of the Faculty Association;
- c. in an election for its officers, if applicable, be afforded the same voting power as any other member of the Faculty Association; and
- d. in an election for a constituency, if applicable, be afforded the same voting power as any other member of the constituency.

PROPOSED

Bylaw 8300

A Bylaw Respecting the Faculty Associations

- Short Title** 1.—This Bylaw may be referred to as the "Faculty Associations Bylaw".
- Mandate** 2.—The purposes of a faculty association will include:
- a.—providing services and representation for all undergraduate students registered in a particular faculty;
 - b.—acting as a liaison between all undergraduate students registered in a particular faculty and the Students' Union.
- Membership** 3.—All members of a faculty association will be members of the Students' Union as defined in Article VIII of the Students' Union Constitution.
- 4.—All executive members of a faculty association will be duly elected by the members of the said association.
- Faculty Associations** 5.—The following associations will be considered faculty associations of the University of Alberta:
- a.—the Alberta Pharmacy Students' Association;
 - b.—the Agriculture Forestry Home Economics Students' Association;
 - c.—the Arts Students' Association;
 - d.—the Business Students' Association;
 - e.—the Dentistry Students' Association;
 - f.—the Education Students' Association;
 - g.—the Engineering Students' Society;
 - h.—the Federation of Agriculture/Forestry/Home Economics;

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- ~~i. the Law Students' Association;~~
- ~~j. the Medical Students' Association;~~
- ~~k. the Native Studies Student Association;~~
- ~~l. the Nursing Undergraduate Association;~~
- ~~m. the Recreation Students' Association;~~
- ~~n. the Rehabilitation Medicine Students' Association;~~
- ~~o. the Students' Council of Physical Education;~~
- ~~p. the University of Alberta Science Undergraduate Society; and,~~
- ~~q. l'Association des Universitaires de la Faculté St. Jean.~~

- Probationary Faculty Associations** 7. ~~Subject to approval by Students' Council, the Council of Faculty Associations may grant probationary status as a faculty association for a period no greater than three (3) years to a group of full-time undergraduate students who, in the opinion of the Council, are likely to become a faculty association at the end of the probationary period.~~
- Agreement** 8. ~~To be considered as a faculty association of the Students' Union, the faculty association must be registered as a Student Group of the University of Alberta.~~
- Constitutions** 9. ~~The constitutions and bylaws of faculty associations will adhere to the Constitution and Bylaws of the Students' Union.~~
- COFA Membership** 10. ~~Faculty associations will be members of the Council of Faculty Associations (COFA), pursuant to Bylaw 8200.~~

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Loss of Privileges

- ~~11.—The Council of Faculty Associations may recommend to Students' Council that a faculty association loses the privileges of a faculty association of the Students' Union on the following conditions:~~
- ~~a.—The faculty association fails to meet the membership requirements as set forth in Section 3 hereof;~~
 - ~~b.—The faculty association fails to register as a Student Group of the University of Alberta;~~
 - ~~e.—The faculty association contravenes any portion of the Students' Union Constitution and Bylaws;~~
 - ~~e.—The faculty association fails to comply with any federal, provincial or municipal law, bylaw, or regulation.~~

Authority

- ~~12.—Subject to the powers vested in the Students' Union, General Faculties Council, and the Board of Governors under the Universities Act, R.S.A. 1980, the duly elected officers of a faculty association will have such authority to govern the association as outlined by the association's constitution and bylaws.~~
- ~~13.—Subject to the powers and responsibilities vested in the Students' Union under the Universities Act, R.S.A. 1980, a faculty association will be the official representative of its members.~~

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Bylaw 500

A Bylaw Respecting Statements Made by the Students' Union

- Short Title** 1.—This Bylaw may be referred to as the "Statements Bylaw".
- Public Statements** 2.—A public statement is a statement issued in the name of the Students' Union which must first be approved by the Executive Committee of Students' Council and then be reported to the next meeting of Students' Council.
- Policy Statements** 3.—A policy statement is a statement issued by Students' Council which explicitly conveys the official policy of the Students' Union on a specific issue.
- Issuing of Statements** 4.—a.—Any statement issued by a group of officers or an officer of the Students' Union other than in accordance with Section 2 and 3 herein shall be issued in the name of that officer or group of officers only and shall specify that the statement in no way reflects the position of the Students' Union.
- b.—Notwithstanding Section 2, the Students' Council may from time to time issue public statements in the name of the Students' Union.

PROPOSED

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>	Academic Affairs Board	
<i>Subject Matter</i>	- <i>Category:</i>	POLITICAL POLICY (GENERAL)
	- <i>Specific:</i>	<i>Tuition Levels and Regulation</i>
	- <i>Topic:</i>	

WHEREAS Albertans ought not to have their access to post-secondary education restricted for financial reasons;

WHEREAS the benefits of an educated population and of an accessible system of education are reaped largely by society as a whole;

WHEREAS the state of Alberta's economy and public finances is among the best in Canada;

WHEREAS the present level of investment by the provincial government in post-secondary education is among the lowest in Canada;

WHEREAS tuition in Alberta has been climbing at rates well in excess of inflation for more than a decade and is now among the highest in Canada;

WHEREAS governmental controls on tuition levels have been steadily eroded during this time;

WHEREAS no system of student finance can eliminate all financial barriers to Post-Secondary Education;

WHEREAS the fact that all Canadian jurisdictions require from University undergraduate students an upfront payment of a portion of the cost of their education puts Canada in a minority of industrialized countries;

WHEREAS the current upfront payment tuition model poses a financial barrier to accessibility.

BE IT THEREFORE RESOLVED THAT the Students' Union, University of Alberta, consider the present levels of tuition to be unacceptably high and support decreases in these levels;

BE IT FURTHER RESOLVED THAT the Students' Union, University of Alberta, support an immediate freeze on existing tuition levels as a necessary first step in an equitable and fair system of financing for undergraduate education;

BE IT FURTHER RESOLVED THAT the Students' Union, University of Alberta, support firm, provincially legislated controls on tuition levels to reflect society's interest in accessible education;

BE IT FURTHER RESOLVED THAT the Students' Union, University of Alberta, support an increase in base government funding to Alberta's Universities, such that the present quality of undergraduate education can be preserved and enhanced in the absence of tuition increases;

BE IT FURTHER RESOLVED THAT the Students' Union, University of Alberta, support a meaningful exploration of alternatives to the requirement that undergraduate students pay a portion of the costs of their education in advance of the completion of their studies.

BE IT FURTHER RESOLVED THAT the Students' Union, University of Alberta support of a meaningful exploration of alternatives to the current upfront payment tuition model.

Policy History:

	Reference/Vote	Board/Committee	Date of Council Approval
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Created

Standing Orders of the University of Alberta Students' Council

1. Order of Business

The Order of Business for the Students' Council shall be as follows:

1. Call to Order
2. University of Alberta Cheer Song - "Ring out a Cheer..."
3. Speaker's Business
4. Approval of Agenda
5. Presentations and Discussions
6. Question Period
7. Approval of Executive Committee Report
8. Approval of Students' Union Boards and Committees Reports
9. Old Business
10. Legislation
 - Constitutional
 - Third reading
 - Second Reading
 - First Reading
 - By-laws
 - Second Reading
 - First Reading
 - Notice of Motion
 - Political Policies
11. New Business
12. Reports
 - a. President
 - b. Vice-President Academic
 - c. Vice-President External
 - d. Vice-President Operations & Finance
 - e. Vice-President Student Life
 - f. Undergraduate Board of Governors Representative
 - g. Faculty Reports
13. Information Items
14. Announcements
15. Roll Call

1.1 First Meeting Additional Orders of Business

At the first meeting of the year two additional orders of business will be added under Speakers' Business:

3.1 Installation of new members

3.2 Inaugural addresses of the:

3.2.1 President, Vice-Presidents, Undergraduate Board of Governors
Representative

1.2 Last Meeting Additional Orders of Business

At the last meeting of the year four additional orders will be added under Speakers'
Business:

3.1 Nominating Committee Report

3.2 Presentation and tabling of the election report by the President, as compiled
by the CRO

3.2 President's Farewell Address

2. Call to Order

The Speaker shall call each meeting of Students' Council to order at the approved time.

3. Lack of Quorum

A meeting will be cancelled if quorum is not achieved within 15 minutes of the Call to Order.

4. Singing of the University of Alberta Cheer Song

The Speaker shall select a member of Students' Council to lead in the singing of the University of Alberta Cheer Song.

5. Speaker's Business

The Speaker shall at this time address all new appointments, suspensions, expulsions, guests of council, late additions to the orders of the day and any other day-to-day regulatory concerns.

6. Guests of Council

Any person may become a Guest of Council by writing their name on the Guest of Council List provided by the Speaker at each meeting of Students' Council.

7. Guest of Council Debate Privileges

The Speaker will only recognize guests if no member entitled to obtain the floor wishes to do so, except where a guest has information particularly pertinent to the debate; or a

councilor having obtained the floor extends to a Guest of Council their speaking privileges.

8. Orders of the Day

Orders of the day shall be submitted to the Speaker by 12:00 PM on the third business day prior to the day of a Students' Council meeting.

9. Speaker to arrange the Orders of the Day

The Speaker will set the sequence in which the Orders of the Day will be considered by Students' Council within the confines of the Orders of Business.

10. Special Orders

Standing Order 1 notwithstanding, the Speaker or Council may designate any Order of the Day a Special Order.

11. Right of submission

Any voting member of Students' Council may submit Orders of the Day to be considered by Students' Council.

12. Late Additions

Late additions to the orders of the day may at the Speaker's discretion be added at the meeting if the said items of business cannot be postponed to a further meeting of Students' Council for resolution without risking serious and detrimental consequences to the Students' Union.

13. Publishing of the Orders of the Day

The agenda package shall be published by no later than 4:30 PM on the second business day prior to the day of a Students' Council meeting.

14. Minutes of Students' Council

Whenever possible, verbatim minutes of the meeting shall be recorded.

15. Approval of Minutes

Minutes are considered approved as transcribed.

16. Members may Clarify Comments

Personal comments of members recorded in the minutes may be amended in accordance with the member's wishes prior to a time limit set by the Speaker.

17. Documents Distributed in Council Chambers

Only official Students' Council documents may be distributed to members of Council within the Chamber. The dissemination in Council Chambers of material of any external organization is prohibited.

18. Note Paper

Council will be provided with recycled or reused paper for notes passed between members.

19. Question Period

Question Period shall be 15 minutes in duration.

20. Extension of Question Period

Question Period may be extended by up to fifteen minutes with the consent of five members of the Students' Council for the first extension. Further extensions require a two-thirds majority vote.

21. Written Questions

Written questions may be submitted for inclusion on the Order of Business.

22. Priority of Written Questions

Written questions may be responded to orally, or by tabling a written response.

23. Executive Committee Reports

The President will compile (or cause to be compiled) a brief report on the actions of the Executive Committee listing the issues discussed and the formal motions approved by the committee.

24. Adoption of Executive Committee Reports

Acceptance of the Executive Committee Report by Students' Council shall, in accordance

with Article VII of the Students' Union Constitution, be considered the same as Students' Council adopting the report.

25. Legislative Process

- a. Both notice of motion and readings must be a minimum of one week apart with the exception of notice of motion and first readings which will be combined if a motion moved to this effect is carried by a 2/3 majority vote.
- b. Notice of Motion
 - i. The motion is placed on the order paper
 - ii. The motion is read in Council for information
 - iii. The motion is presented in the following format:
 1. The principles and objectives are listed;
 2. Specific wording of legislation is not permitted.
 - iv. Debate is limited to a single introduction by the mover of the motion
 - v. The motion is automatically approved for First Reading
- c. First Reading
 - i. The motion is presented as it was in the notice of motion.
 - ii. Debate is limited to general principles and objectives.
 - iii. If approved the motion is referred to the Internal Review Board.
- d. Committee Stage
 - i. The committee identifies the relevant legislation that requires amendment and/or drafts new legislation on the basis of the principles passed in first reading.
 - ii. The committee will not recommend to council draft legislation that is outside the scope of the principles approved in first reading.
- e. Second Reading
 - i. Members debate and vote on the changes to legislation.
 - ii. Debate is confined to technical merits, and whether the committee properly interpreted the principles passed in first reading and appropriately drafted the legislation.
 - iii. The motion will be presented in the following format:
 1. the bylaw(s) that will be changed by passage of the motion as it exists (if any);
 2. The bylaw(s) as it/they will read if passed or amended.
- f. In Force
 - i. Unless otherwise specified, the motion will take effect upon adjournment of the meeting at which it was approved.

26. Length of Introduction

Members having obtained the floor to introduce a debatable motion can speak no longer than eight minutes unless they obtain the consent of the assembly.

27. Length of Speeches

Members having obtained the floor while a debatable motion is immediately pending can speak no longer than four minutes unless they obtain the consent of the assembly.

28. Political Policy

Debate on each political policy shall not exceed twenty minutes at any one session.

29. Speaker may Limit Debate

The Speaker may limit debate at any time on any Order of the Day.

30. Nominations

Nominations may be approved as part of a committee report or as an item of old or new business.

31. Automatic Approval of Nominations

When a specific individual is nominated to a particular position, the nomination will be considered approved unless otherwise rejected.

32. Moving the Previous Question

A member of Students' Council may not move the previous question at the same time as he/she speaks to the motion.

33. Speaker may disallow a Motion for the Previous Question

The Speaker may disallow the moving of the previous question if, in the opinion of the Speaker, the issue has not been sufficiently debated.

34. Electronic Voting

When considering any main motion, or amendment to the main motion falling under legislation, old business, or new business, Council shall vote electronically.

35. Assigned Voting Station

Whenever electronic voting equipment capable of recording votes is available, the Speaker will assign each member of Council a voting station.

36. Roll Call Votes

A roll call vote will be taken if requested by five voting members of Students' Council.

37. Speaker may refuse a Division

The Speaker may refuse a dilatory request for a division except on substantive items of business disposing of main motions.

38. Speaker may Discipline

The Speaker may discipline a member for breaches of decorum as the Speaker deems reasonable including, but not limited to, revoking privileges and exclusions from a session of Students' Council.

39. Style of Executive Officer Reports

Executive Officer reports shall be presented in written form.

40. Undergraduate Board of Governors Representative Report

The Undergraduate Board of Governors Representative Report shall be in the same style as the Executive Officer Reports.

41. Announcements

All members of Students' Council are entitled to make a brief announcement during the appropriate time in the Order of Business.

42. Attendance Roll Call

The Secretary, at the request of the Speaker, shall conduct a roll call prior to adjournment or three (3) hours after the Call to Order, whichever is earlier in order to track the attendance of members. Any departure of a member of council before this roll call will constitute an absence, unless the Chair grants an exemption.

43. Recess and Reassembly

Council will automatically take a fifteen (15) minute recess at 10:00 PM, and will then

reassemble at a location designated by the Speaker.

44. Recess

Council will automatically take a ten (10) minute recess immediately after the first Order of the Day or Item of Business disposed of ninety (90) minutes after the Call to Order.

45. Rules of Order

Robert's Rules of Order will be observed at all meetings of Council except in so far as they may conflict with the standing orders of Student's Council.

46. Public Meetings

Students' Council meetings will be open to any member of the Students' Union, however Council retains the right to move in-camera in accordance with Roberts' Rules of Order.

47. Meeting Schedule

Council will set its meeting schedule at its first meeting each year.

47.5 Frequency of Meetings

Council will not hold less than one meeting per month, with regular meeting to be held every two weeks unless otherwise deemed advisable by Council, the Executive Committee or the President of the Students' Union.

48. Additional and Moved Meetings

The President or Executive may call Council together for additional meetings or change the date and time of existing meetings as it deems necessary.

49. Council Orientation

An Orientation for Student's Council members shall be held prior to June each year.

50. Joke Motions

At the Changeover meeting, the Speaker may designate a motion as a "joke" motion; if said motion is carried, it will have no effect.

51. Annual Remembrance

There will be one minute of silence at the first meeting in May every year to recognize the passing of Bob Homme (the Friendly Giant), Ernie Coombs (Mr. Dressup) and Mister Rogers.