

University of Alberta Students' Union

STUDENTS' COUNCIL LATE ADDITIONS

Tuesday April 5, 2005 – 6:00 p.m.
Council Chambers 2-1 University Hall

- 2004-26/3 SPEAKER'S BUSINESS
- 2004-26/3a Motions Amending the By-Laws/Constitution of Students' Council
2004-2005

Please see document LA 04-26.01
- 2004-26/6 REPORTS
- 2004-26/6c Jordan Blatz, President

Please see document LA 04-26.02
- 2004-26/6d Lisa McLaughlin, Vice President (Academic)

Please see document LA 04-26.03
- 2004-26/6e Alvin Law, Vice President (Operations and Finance)

Please see document LA 04-26.04
- 2004-26/6f Duncan Taylor, Vice President (Student Life)

Please see document LA 04-26.05
- 2004-26/11 LEGISLATION
- 2004-26/11i **Bill #11 - Student Group Membership Privileges Amendment
(sponsor; DEBENHAM)**
Legislation (second reading)

Please see document LA 04-26.06
- 2004-26/11j **Bill #22 – Budget Process and Financial Procedures Reform Bill
(sponsor; LAW)**
Legislation (second reading)

Please see document LA 04-26.07

2004-26/11k **Bill #23 – Council Vacancies Bill (sponsor; Smith/Kirkham)**
Legislation (second reading)

Please see document LA 04-26.08

2004-26/11l **Bill #25 – Dedicated Fees Reform (sponsor; LAW)**
Legislation (second reading)

Please see document LA 04-26.09

2004-26/11m **Bill #26 – Constitutional Repeal (sponsor; LAW)**
Legislation (second reading)

Please see document LA 04-26.10

2004-26/11n **Bill # 27 – Augustana Students' Union Fee (sponsor; LAW)**
Legislation (second reading)

Please see document LA 04-06.11

2004-26/13 **ANNOUNCEMENTS**

2004-26/13b This year's Council photos will be taken before the April 26, 2005 meeting of Students' Council. Councillors, please arrive at 5:30 p.m. to ensure that you are in the picture.

2004-26/14 **INFORMATION ITEMS**

2004-26/14b Approved Budget Transfers

Please see document LA 04-26.12

Motions Amending the By-Laws/Constitution of Students' Council 2004-2005

(May 3, 2004 to present)

Bill #	Motion #	Title	Sponsor	Notice of Motion	1st Reading	I.R.B.
1	2004-01/10a	F.A.B. Reform Motion	Smith	3-May-04	3-May-04	10-May-04
2	2004-01/10b	BoG Rep. Committee Parity Motion	Kotovych	3-May-04	3-May-04	10-May-04
3	2004-02/11c	I.R.B. Amendment Motion	Blatz	18-May-04	18-May-04	25-May-04
4	2004-02/11d	Attendance Enforcement Amendment Motion	Pandya	18-May-04	1-Jun-04	22-Jun-04
5	2004-04/11a	Awards Administration Amendment Motion	McLaughlin	15-Jun-04	29-Jun-04	6-Jul-04
6	2004-05/11c	Student Groups and Student Groups Committee Update Motion	Taylor	29-Jun-04	27-Jul-04	?
7	2004-05/11d	House/Administrative Committee Motion	Pandya	29-Jun-04	21-Sep-04	drafting stage
8	2004-06/04a	Internal Review Board Provisions Motion	Knisley	W	-	-
9	2004-07/11c	ECOS Requirement Motion	Knisely	20-Jul-04	7/27/2004*	-
C-1	2004-09/11b	Article VIII - Fees (Debenham Sunset Clause Amendment)	Debenham	10-Aug-04	Ad Hoc by 1/31/2005	
C-2	2004-09/11b	Article VII - Exec Character (Rescission)	Smith	10-Aug-04	21-Sep-04	n/a
C-3	2004-09/11c	Article XII - Elections (Rescission)	Smith	10-Aug-04	21-Sep-04	n/a
10	2004-09/11e	Quorum of Students' Council Motion	Knisely	10-Aug-04	21-Sep-04	5-Oct-04
11	2004-09/11f	Student Group Membership Privileges Amendment Motion	Debenham	10-Aug-04	1-Feb-05	3-Apr-05
12	2004-09/11g	Powers of Executive Committee Motion	Smith	10-Aug-04	21-Sep-04	5-Oct-04
13	2004-09/11h	Term Length and Right to Vote Motion	Smith	10-Aug-04	21-Sep-04	5-Oct-04
14	2004-11/11i	Office Holding Restrictions Motion	Knisely	14-Sep-04	W 9/21/2004	-
15	2004-11/11j	Provisional Attendance Requirements and Appointments Motion	Knisely	SFO	-	-
16	2004-12/11d	Committee System Reform Motion	Smith	28-Sep-04	23-Nov-04	30-Nov-04
17	2004-13/11d	Student Groups Committee Loan Granting Privileges Motion	Debenham	7-Oct-04	11-Jan-05	25-Jan-05
C-4	2004-14/11c	Article XVIII - Right to Information (Rescission)	Smith	12-Oct-04	11-Jan-05	n/a
18	2004-14/11j	French Election Material Motion	Smith	12-Oct-04	11-Jan-05	25-Jan-05
19	2004-14/11k	Access to Information Motion	Smith	12-Oct-04	11-Jan-05	25-Jan-05
20	2004-14/11l	Councillor Resignation Reform Motion	Nicol	12-Oct-04	SFO 11/02/04	-
21	2004-17/11g	Eugene L. Bordy Funding Committee Amendment Motion	Abboud	23-Nov-04	SFO 12/07/04	-
22	2004-19/11g	Budget Process and Financial Procedures Reform Motion	Law	11-Jan-05	18-Jan-05	3-Apr-05
C-5	2004-20/11b	Article XIV - Vacancies (Rescission)	Smith	18-Jan-04	8-Feb-05	n/a
23	2004-20/11e	Council Vacancies Motion	Smith	18-Jan-04	8-Feb-05	3-Apr-05
C-6	2004-21/6e	Article VIII - Fees (Augastant Fee Amendment)	Smith	1-Feb-05	W 8-Feb-05	-
C-7	2004-22/11c	Article XIII - Recall (Rescission)	Smith	8-Feb-05	15-Mar-05	n/a
24	2004-22/11i	Recall Motion	Smith	8-Feb-05		
C-8	2004-23/11c	Article VIII - Fees (Augastant Fee Amendment II)	Blatz	SFO 8-Mar-05	-	-
C-9	2004-23/11d	Article VIII - Fees (Dedicated Fee Reforms)	Law	SFO 8-Mar-05	-	-
C-10	2004-23/11e	Article V - Amendment (Final Repeal)	Law	8-Mar-05	15-Mar-05	n/a
C-11	2004-23/11f	Article XVI - Conflicts of Interest (Final Repeal)	Law	8-Mar-05	15-Mar-05	n/a
C-12	2004-23/11g	Article VIII - Fees (Final Repeal)	Law	8-Mar-05	15-Mar-05	n/a
25	2004-23/11i	Dedicated Fees Reform	Law	8-Mar-05	22-Mar-05	3-Apr-05
26	2004-23/11j	Constitutional Repeal	Law	8-Mar-05	15-Mar-05	3-Apr-05
27	2004-23/11j(b)	Augastana SU Fees	Law	8-Mar-05	15-Mar-05	3-Apr-05
28	2004-25/11g	Elimination of Nominations for Open Studies Students Motion	Panas	22-Mar-05		
29	2004-25/11h	Member of Council Legitimacy Motion	Law	22-Mar-05		
30	2004-26/11h	Official Newspaper Motion	Bazin	5-Apr-05		

Report for Students' Council
Jordan Blatz
President
April 5, 2005

Good evening Council,

I submitted a report in the main agenda package. However, I wanted to update Council on a major issue that has developed on campus:

- **Pembina Hall** – On Thursday, March 31, the University informed residents of Pembina Hall that they were considering decommissioning Pembina as a residence and converting the building into office space. This recommendation was made from the Strategic Initiatives Group to the Executive Planning Committee and EPC approved the proposal. The proposal will now be heading to the Facilities Development Committee (FDC) on April 22nd. The students of Pembina Hall are justifiably upset for a number of reasons. Most notably the fact that students have not been consulted on this decision and letters have already been sent to residents letting them know that they can live in Pembina for the next year. The Pembina Hall Students' Association also set up a website, www.savepembinahall.ca, where students can get information on the issue and sign a petition. Please let as many people know about the website as possible.

To support the PHSA, the SU Exec has initially decided to do the following:

1. Send out an email over all of the list-serves under our control.
2. Meet with the GSA to make sure that our organizations are working together to deal with this issue and jointly opposing it to the Admin.
3. I will raise the issue with the Provost during my meeting today.
4. The Exec will help Pembina residents and the PHSA to lobby members of the FDC.

If you would like to help the PHSA oppose this proposal, you can email their President, Bryan McKelvie, bdoudlasm2002@yahoo.com.

Report to Students' Council, April 5, 2005
Lisa McLaughlin, Vice-President (Academic)
For period March 22 – April 1, 2005

❖ **PROJECTS:**

Academic Survey – Meeting with Stanley from ATL Monday morning to hopefully get it out to students this week.

SU Survey – Not much progress to report. Dan has been working on the report.

SU Submission to the Academic Plan – Cassie (the UPIO) has been working on this. More info to come during my presentation.

Transitioning my successor – Boy is there a lot of stuff to cover! It's amazing how much I've learned this year without even realizing it.

❖ **VPA COMMITTEES:**

- **Mar 24 – AAB** – We're going hardcore trying to get our position paper on the Working Group on Teaching & Research Final Report done by the end of this month.

❖ **UNIVERSITY COMMITTEES:**

- **Mar 22 – Technology-Enhanced Instructional Spaces Advisory Committee (TEISAC)**
- **Mar 31 – GFC CLE subcommittee on the student experience** – I wasn't able to attend but apparently the committee discussed its final report and decided its work is done.
- **Mar 31 – E-Learning Plan Development Committee** – Samantha gave a presentation on student needs related to e-learning
- **Apr 1 – AIS Process Review Committee**

❖ **OTHER MEETINGS:**

- **Mar 22** – Shortlisting for OmbudService Director
- **Mar 22** – Met with Dr. Connor to discuss 24/7 SUB. He took a look at our most recent head counts and feels the initiative is going well. We will meet again at the end of April.
- **Mar 23** – Faculty-Based Information and Communications Technology Steering Committee
- **Mar 24** – Interviews for OmbudService Director
- **Mar 30** – Interviews for AVPA and UPIO

❖ **EVENTS:**

- **Mar 23 – Awards Night** – I think it was a success!

❖ **UPCOMING:**

- **April 4** – GFC Executive Committee
- **April 4** – Media Reception
- **April 5** – Meeting b/w SU Exec and Dr. Samarasekera

- **April 6** – GFC CLE meeting at BARD
- **April 7** – AISSC
- **April 7** – AAB @ 5:30 @ LLMR SUB
- **April 8** – AIS Process Review Committee
- **April 8** – AAB and ONEcard Student Advisory Committee shortlisting
- **April 11** – GFC Nom Com
- **April 11** – CoFA meeting and wrap-up reception
- **April 12** – AAB/ONEcard interviews
- **April 14** – GFC ASC SOS
- **April 14** – AAB
- **April 15** – AIS Process Review Committee
- **April 18** – Meeting to discuss term work policy
- **April 21** – GFC ASC * I will be seeking approval of a proposal to extend the Spring/Summer Add/Drop deadline and will also be defending the GFC policy requiring that classes be cancelled for the SU Elections Forum (Myer Horowitz), as there is a challenge to this policy from Engineering.
- **April 22** – GFC FDC

Report to Students' Council
April 5, 2005
Alvin Law – Vice President (Operations & Finance)

Hello Council

Firstly, in case anyone is wondering, the article that appeared on the March 31, 2005 Gateway 'SUB bans student food sales' has some inaccuracies that I feel I should clear up. The article states that this was a 'decision made by Students' Council several weeks ago' which I am sure all of you are aware, is not the case and that this is an operational matter that falls within executive purview. As well, I must stress that student food sales are by no means 'banned' within SUB. Such a fundraising option is available within our venues and in special cases in other areas within our building by approaching the Executive Committee. The only change that was made was to table rental application forms, of which we have a very high volume of applications that are often passed unless they are in violation of one of the stated regulations. These were adapted to address the vagueness that I found was a problem in dealing with the area. Without solidly presenting our 'Rules and Regulations' to the table vendors in a concise clear written format that covered as many areas as possible I was spending a huge amount of time dealing with irate people that constantly questioned why certain things were approved and disapproved, and why they were assessed at rates that they did not feel they should be charged. As a step in addressing the inefficient use of time in my explaining rationale to each person that was questioning the interpretation of the regulations, I took the step of solidifying and clarifying our application form.

In the past, we have stayed away from food sales/offerings of any type due to exclusivity issues as well as safety and Capital Health compliance issues. This typically has not been a problem in our building as the requests were far and few and the vast majority of groups were understanding of the situation the SU was in. However, as a result of the Tsunami and related fundraising efforts, we saw a huge influx and a diverse range of food items being requested for sale in our building, including ice cream, baked goods, tea sales, ethnic foods, etc. It came to the point where dealing with requests to sell home-made food was taking significant time away from my other duties. As such instead of explaining why certain items were prohibited to each request, I decided to place a blanket statement that 'providing edibles' is prohibited from tables. By way of approving an SU application to sell or provide food, we were in effect opening ourselves up to potential liability in the likely event of food allergies, improper sanitation, contamination, etc. This is meant to cover mostly home-produced food being sold on tables. If a group wishes to be considered outside the scope of the table rental, they are free to approach myself or the executive committee to present a proposal.

So I still feel this is the right step to take. The overall atmosphere of our vending tables is for unique dry goods and products, and is not meant for selling food items.

This step is meant to address safety and liability concerns and not meant to restrict fundraising means. If there are further questions, please direct them to me.

Other happenings:

Awards Night: Many thanks to Lisa and Sam for organizing an excellent event with relatively few hiccups. Congratulations to all of the award winners. It was a great chance for everyone to get together and enjoy the night and celebrate the achievements of several U of A students. Unfortunately, not everyone saw it that way.

Budget Committee: Budget Committee has been hard at work reaching bare quorum for the last few days reviewing the off campus fee structure as well as working on the preliminary budget. Some highlights from the meetings thus far are that we are learning towards three classes of fees, main campus, satellite campus, and off campus. In depth analysis has been done to determine on a per student basis, how much each department costs or makes for each student if we were looking at the SU from a very simplistic 'shareholder' type basis. Budget Committee will be looking at these numbers as we determine whether the current structure is appropriate or if changes are needed. It has been identified that FSJ students currently pay a disproportionate amount of money to the SU for the services that they receive and are able to access. Other highlights include a possibility that part time and full time fees will be condensed into the same fee since it was brought up that part time and full time students generally have equal access to all elements within the SU. Other highlights are that in dealing with the ongoing issues of the Campus Food Bank, we have decided to propose a budget whereby Department 650 – Campus Food Bank will no longer exist and that instead we will provide them with a solid grant. This addresses issues of a requirement to be at arm's length from the SU due to their charity status. A motion was also passed to provide the CFB with an annual grant of \$18 500, along with a one time additional separation grant of \$1500 to deal with one time costs associated with adding distance between the service and the SU.

CREFC: After several long meetings of approximately 5-7 hours each, CREFC has made their final decisions in regards to granting for the Campus Recreation Enhancement Fund. The committee will be giving away a total of approximately \$190 200 for this year's disbursement.

Coming Up:

APIRG: Upcoming board meeting to review and plan retreat and next steps.

Gateway: Final meeting of the year to wrap things up for the board.

SEA Granting Committee: The final Student Extracurricular Activity granting session.

Duncan Taylor – Vice President Student Life
Council Report April 5th

From Backpack to...: Unfortunately, not enough people signed up for the sessions, so the event has been scrubbed. The concert will still be on this Friday. Come one, come all.

TRAC: Wrapping up TRAC project. Discussed the final projects and the upcoming evaluations.

Transition: Meetings with members of University community

Final Report: Writing it.

RSS: Last speaker is coming up April 20th. Also writing a report of how to make this event stable, give it a mission statement and give it a place in the organization.

Interviews: Hiring for AVPSL, Safewalk Director, Student Groups Director, SDC Director and ECOS Director

Awards Night: Just like at hockey games, it is OK to show up during the anthem. Congratz to all award winners.

Pharmacy Advisory Committee: Discussed the current problems associated with the Pharmacy. Will be meeting with Dr MacInroy and Justin to talk transition and the University's emergency epidemic preparedness.

Coming Up!

Short listing

Interviews

Transition

Job Finding

Keep on Rocking in the free world.

Bill #11 - Student Group Membership Privileges Amendment

Part 1: General Principles

1. That the privilege of Students' Union members to belong to any student group registered with the Students' Union be eliminated.

Bylaw 700 Amended

PROPOSED

Bylaw 700

A Bylaw Respecting the Privileges of Students' Union Members

- | | |
|-------------------------|---|
| Short Title | 1. This Bylaw may be referred to as the "Privileges of Members Bylaw". |
| Privileges | 2. All members of the Students' Union, as defined in Article VIII, Section 7.a. of the Constitution, shall have full Students' Union privileges, which shall include: <ul style="list-style-type: none">a. the right to vote in Students' Union General Elections as provided for in Article XII, Section 4 of the Constitution;b. the right to vote at Special General Meetings of the Students' Union;c. the right to vote in Students' Union elections, plebiscites and referenda;d. the right to be a member and to participate in the activities of any Students' Union club as defined by Bylaw 8700;e. the right to serve as a member of any Students' Union committee when so delegated by Students' Council;f. the right to make use of the facilities of the Students' Union Building within the limits set out by Students' Council in the Students' Union Building regulations;g. the right to be a member of the Executive Committee or the undergraduate member of the Board of Governors if qualified and properly elected.h. the right to be a member of Students' Council, if qualified and if properly elected. |
| Honorary Members | 3. Honorary members of the Students' Union, as defined in Article I, Section 3 of the Constitution, shall have the privileges of the floor at Special General Meetings of the Students' Union for the purpose of discussing affairs of common interest. |
| Limitation | 4. Nothing in this Bylaw shall be taken to limit or revoke any recognized Students' Union privileges not specifically mentioned herein. |

May 2/01
Nov 23/99
Dec 02/97
May 31/88

**Extended
Membership**

5. For the purpose of
 - i. holding a paid position with the Students' Union which requires membership as a term of employment, or
 - ii. holding membership on Students' Council or a board or committeea person who was a member in the Winter Term shall be considered a member from the end of that Winter term until the beginning of the next Fall Term, regardless of membership as defined in Article VIII.

May 2/01
Nov 23/99
Dec 02/97
May 31/88

Bill #22 Budget Process and Financial Procedures Reform Bill

OVERVIEW

As a result of the following:

MOTION BY KNISELY/BAZIN RESOLVED THAT Council directs the Budget Committee to review the conduct of business and financial affairs of the Students' Union and to recommend to Council improvements to bylaws respecting conduct of business and financial affairs not later than December 7, 2004.
(July 13, 2004)

The Budget Committee recommends the following changes.

1. PRESENTATION FORMAT

a. STUDENTS' COUNCIL

The operating budget in full detail is available on request. For approval as presented in the Students' Council agenda, Council will only be presented and make decisions on "Revenue/Expenditure/Net" for each department. This will help in providing a perspective of the numbers in a useful fashion without overwhelming detail. Actual numbers for the previous 3-5 years shall be presented for information.

The operating budget will be presented in the following form with corresponding pie charts based on percentage in "category."

CATEGORY	SECTOR	DEPARTMENT	2004/2005	2005/2006 Budgeted		
			Rev/Ex/Net	Revenue	Expenditure	NET
Business Activities	FOOD & BEVERAGE OPERATIONS	835 L'Express	xxxx	xxxx	xxxx	xxxx
		836 L'Express Catering	xxxx	xxxx	xxxx	xxxx
	BAR OPERATIONS	832 Room at the Top	xxxx	xxxx	xxxx	xxxx

Categorization shall be presented as follows:

OPERATING DEPARTMENTS			
Category	Sector	Department	Dept
BUSINESS ACTIVITIES	Food & Beverage Operations	L'Express	835
		L'Express Catering	836
		Cram Dunk	837
	Bar Operations	Room at the Top	832
		Powerplant	838
	Retail Operations	SUBmart	800
		SUBtitles	810
		Print Centre	815
		Cue	821
		Postal Outlet	825
SPACE & PROGRAMMING ACTIVITIES	Entertainment & Programming	Alternative Programming	713
		Week of Welcome	714
		Entertainment	760
		Antifreeze	765
		Awards Night	518
		SUB Programming	712
	Event Space Operations	Dinwoodie Lounge	750
		Myer Horowitz Theatre	755
STUDENT SERVICE ACTIVITIES	Student Services	Services Manager	600
		SFAIC	605
		Ombudservice	610
		Centre for Student Development	611
		Student Distress Centre	612
		Information Services	616
		Student Group Services	624
		Safewalk	646
		ECOS	655
		Campus Food Bank	650
		Handbook & Directory	644
CENTRAL SUPPORT ACTIVITIES	Administrative Support	Office Administration	402
	Marketing Support	Marketing	640
	Space Support	Facilities	411
REPRESENTATION & ADVOCACY ACTIVITIES	Representation	President	500
		Students' Council	505
		Elections and Referenda	509
		Academic Affairs	519
		Operations & Finance	520

		External Affairs	521
		Student Life	523
	Research & Advocacy	Research and Information	425
		Communications	555

b. BUDGET COMMITTEE

Full detailed budgets are readily available but Budget Committee will only be presented a summary with general categories as outlined in the accounting version. Budget Committee will see the following level of detail, with actual numbers of the previous 5 years.

Example:

REVENUE	2003/2004	2004/2005 (Budgeted)
Total Student Fees Revenue		
Total Rent, Space and Maintenance Revenue		
Total Commissions Revenue		
Total COGS		
.		
.		
.		
Total Gross Profit		
Total Revenue		
EXPENDITURES		
Total Wages		
Total Government Deductions		
Total Employee Benefits		
Total Employee Development		
Total Staff Costs		
Total Expenditures		
NET PROFIT (LOSS)		

2. THE PROCESS

Notice of Motion – December 7, 2004
 First Reading – January 18, 2005

TIMELINE

(Deadlines)	(Required Action)
January 8 th	VPOF requests proposed bottom lines from all department heads
February 1 st	Department Heads must have all requested bottom lines submitted to VPOF and Budget Committee
March 1 st	Budget Committee will have recommended bottom lines for Students' Council along with rationale. The VPOF will make a presentation to Students' Council outlining each Department and changes within that department
March 15 th	Students' Council will have approved "guideline" bottom lines for each department. Council shall only make decisions on Net Profit(Loss) for each department at this point
March 31 st	Department heads will submit a finalized detailed budget to the VPOF who in turn shall submit the information to Budget Committee for verification and necessary adjustments
April 15 th	Budget Committee will make a recommendation to Students' Council for final approval
April 30 th	The Operating, Capital, and Non-Dedicated Fees Budget for the upcoming fiscal year will have approval from Students' Council

3. ORGANIZATIONAL GROWTH / BUDGET ADJUSTMENT

a. CREATION

With each budget, an amount determined by the outgoing officials will be allocated as "Projects Allocation" These monies shall exist as a granting fund whereby departments, executives, and council can set new priorities and pursue new projects. The amount in the fund will be determined by the outgoing officials and shall have a minimum of \$60 000 allocated with each year's operating budget.

b. AUTHORITY FOR USE

The Executive Committee has the authority to approve up to \$1000, all other grants must be approved through Students' Council

c. ADJUSTMENT

If needed, based on revised numbers and actual performance to date, the Budget Committee retains the ability to recommend to Students' Council for approval, a winter budget adjustment in January whereby a portion of the remaining Projects Allocation is removed in order to maintain balanced finances.

4. OTHER FINANCIAL/BUSINESS RECOMMENDATIONS

a. CONTINGENCY ALLOCATION

Contingency Allocation contributions shall be in the amount of \$30 000 per year. This fund will operate as a yearly allocation that exists within the operating budget. The fund shall turn over each year. All transfers made from the Contingency Reserve shall be approved by the Executive Committee.

b. CONTRACT SIGNING

All contracts over 1 year in term, and have no termination clause less than 6 months, and require a financial commitment of more than \$5000 in a given year or \$25 000 aggregate shall be approved by Students' Council

c. SU MEMBERSHIP FEE

The Students' Union Membership Fee will be set during each budget process for the upcoming year. Changes to the fee shall not differ by more than 15% from the current fee level.

d. LOANS

All loans shall be approved by the Executive Committee.

e. RESERVES

All current reserves shall exist with the exception of the following:

Contingency Reserve -> Contingency Fund
Projects Reserve -> Special Projects Fund

f. SIGNING AUTHORITY

Signing authority as required by Students' Council shall consist of signatures by either the Vice President (Operations & Finance) or the President. The Executive retains the right to require additional signatories on all documents

g. TRANSFERS

All budget transfers shall be approved by Students' Council.

Bylaw 3000 Adopted
Bylaw 3100 Rescinded
Bylaw 4000 Amended

Bylaw 3000
A Bylaw Respecting Students' Union Finances

Fiscal Year

1. The fiscal year of the Students' Union lasts from May 1 until the following April 30.

Audit

2. (1) The Students' Union's financial statements shall be audited annually by a qualified accountant.
- (2) Students' Council shall approve each fiscal year's audited financial statements before the conclusion of the ensuing fiscal year.

Reserves

3. (1) Students' Union reserves are
 - (a) the General Operations Reserve,
 - (b) the Capital Equipment Reserve,
 - (c) the Building Reserve,
 - (d) the Sponsorship Reserve,
 - (e) the Student Refugee Fund,
 - (f) the CJSR-FM88 Fund,
 - (g) the Student Involvement Endowment Fund,
 - (h) the Eugene L. Brody Fund,
 - (i) the Golden Bear and Panda Legacy Fund,
 - (j) the Campus Recreation Enhancement Fund,
 - (k) the Access Fund,
 - (l) the Student Legal Services of Edmonton Fund,
 - (m) the Alberta Public Interest Research Group Fund, and
 - (n) the Gateway Student Journalism Fund.



PROPOSED

- (2) The General Operations Reserve shall be used for the operations of the Students' Union as provided for in the operating budget.
- (3) The Capital Equipment Reserve shall be used for the purchase and replacement of Students' Union capital equipment.
- (4) The Building Reserve shall be used for the enhancement of facilities controlled by the Students' Union.
- (5) The Sponsorship Reserve shall be used for the support of such Students' Union activities as may be identified in the operating budget as requiring sponsorship support.
- (6) The Student Refugee Fund shall be used for the support of those students selected as participants in the World University Service of Canada Student Refugee Sponsorship Program.
- (7) The CJSR-FM88 Fund shall be used for the support of the First Alberta Campus Radio Association.
- (8) The Student Involvement Endowment Fund shall be used for the support of the awards provided by the Awards Committee.
- (9) The Eugene L. Brody Fund shall be used for charitable purposes.
- (10) The Golden Bear and Panda Legacy Fund shall be used for the support of University of Alberta varsity athletics.
- (11) The Campus Recreation Enhancement Fund shall be used for the support of University of Alberta Campus Recreation programs.
- (12) The Access Fund shall be used for the support of undergraduate University of Alberta students requiring financial assistance.
- (13) The Student Legal Services of Edmonton Fund shall be used for the support of Student Legal Services of Edmonton.
- (14) The Alberta Public Interest Research Group Fund shall be used for the support of the Alberta Public Interest Research Group.
- (15) The Gateway Student Journalism Fund shall be used for the support of the Gateway Student Journalism Society.
- (16) Except as otherwise provided in Students' Union bylaw, Students' Council retains the sole authority to transfer or spend money in a Students' Union reserve.

Form of Operating Budget

- 4. (1) The Students' Union's operating budget shall take the form of the level of revenue and expenditure for each Students' Union operational unit.
- (2) The Students' Union operating budget shall include an allocation of not less than sixty thousand dollars per year, designated the Projects Allocation, to be used for projects that may arise over the course of the fiscal year.
- (3) The Students' Union's operating budget shall include an allocation of thirty thousand dollars per year, designated the Contingency Allocation, to be used for vital and unforeseen expenditures that may arise over the course of the fiscal year.
- (4) Except as otherwise provided for by Students' Union legislation, no person has the authority to make any expenditure of Students' Union funds or to seek actively to raise any revenue not contemplated in the operating budget.

Allocation Spending Authority

- 5. (1) Students' Council has the authority to approve expenditures from the Projects Allocation.
- (2) The Executive Committee has the authority to approve expenditures from the Projects Allocation of not more than one thousand dollars for any single purpose.
- (3) The Executive Committee has the exclusive authority to approve expenditures from the Contingency Allocation.

Budget Process

- 6 (1) The Executive Committee shall submit or cause to be submitted a proposed net profit or loss for each operational unit to the Budget and Finance Committee not later than February 1 of each year.
- (2) The Budget and Finance Committee shall recommend a net profit or loss for each operational unit to the Students' Council not later than March 1 of each year.
- (3) Students' Council shall approve a net profit or loss for each operational unit not later than March 15 of each year.
- (4) The Executive Committee shall submit or cause to be submitted a final operating and capital budget reflecting the net profit or loss approved by

PROPOSED

Bill 22

Council to the Budget and Finance Committee not later than March 31 of each year.

(5) The Budget and Finance Committee shall recommend a final operating and capital budget to Students' Council not later than April 15 of each year.

(6) Students' Council shall approve a final operating and capital budget not later than April 30 of each year.

Fees

7. (1) The Students' Union's operating budget shall include the level of the base Students' Union membership fee.

(2) The base Students' Union membership fee shall not fluctuate by more than fifteen percent from year to year

(3) In addition to the base Students' Union membership fee, the Speaker of Students' Council shall maintain a schedule of dedicated fees to be collected.

(4) The fees on the schedule shall be divided into Class A Fees and Class B Fees.

(5) Class A Fees may be amended or abolished only by

(a) Students' Council, or

(b) referendum.

(6) Class B Fees may be amended or abolished only by

(a) a joint resolution of Students' Council and one other body, specified in the schedule; or

(b) referendum.

(7) Unless otherwise specified in the schedule, all fees in the schedule increase annually at a rate equal to the Consumer Price Index for the province of Alberta.

(8) Each fee listed on the schedule shall be allocated to a reserve specified in the schedule.

(9) the schedule shall stipulate whether each fee is payable by students enrolled at Augustana Faculty

Bill 25

Bill 26

PROPOSED

Bill 26

(10) Full-time students enrolled at the Faculté Saint-Jean shall have the portions of their Students' Union fees not dedicated to a specific Students' Union reserve allocated as follows:

(a) in the case of students enrolled in at least three courses offered by faculties other than the Faculté Saint-Jean, 31% of the fee shall be forwarded to l'Association des Universitaires de la Faculté Saint-Jean and the remainder retained by the Students' Union; and

(b) in the case of all other students enrolled at the Faculté Saint-Jean, 74% of the fee shall be forwarded to l'Association des Universitaires de la Faculté Saint-Jean and the remainder retained by the Students' Union.

Bill 27

(11) Students enrolled at Augustana Faculty shall be assessed the base Students' Union fee at a rate equal to

(a) fifty percent of the fees assessed to part-time students for the 2005-2006 year, and

(b) one hundred percent of the fees assessed to part-time students thereafter.

Loans

8. Except as otherwise noted in Student Union bylaw, the Executive Committee has the exclusive authority to approve loans of Students' Union funds.

Contracts

9. A contract shall require the approval of Students' Council where

(a) the term of the contract exceeds one year;

(b) there are no means by which the Students' Union may cancel the contract on six months notice or less; and

(c) the contract requires of the Students' Union a financial commitment exceeding five thousand dollars in any one year or twenty-five thousand dollars in aggregate.

Bill 22

Signing Authority

10. All cheques and contracts must be signed by at least one of the Vice President (Operations and Finance) or the President.

Schedule to the Bylaw Respecting Students' Union Finances

Class A Fees				
<i>Reserve</i>	<i>Level</i>	<i>Indexing</i>	<i>Augustana</i>	
Student Involvement Endowment Fund	F: \$0.67 P: \$0.67 S: \$0.00	CPI	Yes	
Eugene L. Brody Fund	F: \$0.34 P: \$0.34 S: \$0.00	CPI	Yes	
Access Fund	F: \$14.24 P: \$14.24 S: \$6.25	Tuition	Yes	
Class B Fees				
<i>Reserve</i>	<i>Level</i>	<i>Indexing</i>	<i>Augustana</i>	<i>Joint Consent</i>
Refugee Student Fund	F: \$0.38 P: \$0.38 S: \$0.00	CPI	Yes	World University Service of Canada Refugee Student Sponsorship Committee
CJSR-FM88 Fund	F: \$1.69 P: \$0.61 S: \$0.00	CPI	No	First Alberta Campus Radio Association Board of Directors
Golden Bear and Panda Legacy Fund	F: \$3.38 P: \$3.38 S: \$0.00	CPI	No	University Athletics Board of the University of Alberta
Campus Recreation Enhancement Fund	F: \$3.15 P: \$3.15 S: \$3.15	CPI	No	Recreation Action Committee of the University of Alberta
Student Legal Services of Edmonton Fund	F: \$0.58 P: \$0.58 S: \$0.58	CPI	No	Student Legal Services of Edmonton Board of Directors
Alberta Public Interest Research Group Fund	F: \$2.73 P: \$1.36 S: \$0.00	CPI	No	Alberta Public Interest Research Group Board of Directors
Gateway Student Journalism Fund	F: \$2.69 P: \$1.35 S: \$0.00	CPI	No	Gateway Student Journalism Society Board of Directors

Reserve: This is the reserve to which the fee is allocated, in accordance with Section 7 (8) of The Bylaw Respecting Students' Union Finances.

Level: This indicates the level of the fee, in accordance with Section 7 (3) of the Bylaw Respecting Students' Union Finances. "F" indicates the fee payable by each full-time

student per Fall or Winter Term, “P” indicates the fee payable by each part-time students per Fall or Winter Term, and “S” indicates the fee payable by each student per Spring or Summer Term.

Indexing: This is the indexing provision of the fee. “CPI” denotes that the fee is indexed in accordance with Section 7 (7) of the Bylaw Respecting Students’ Union Finances. “Tuition” denotes that the fee increases each year at the same rate as the increase in tuition and non-tuition fees charged by the University of Alberta.

Augustana: This indicates whether or not the fees are assessed to students at Augustana Faculty, in accordance with Section 7 (9) of the Bylaw Respecting Students’ Union Finances. “Yes” denotes that students at Augustana Faculty are assessed the fee at the same rate as all other undergraduate students. “No” denotes that this fee is not assessed to students at Augustana Faculty.

Joint Consent: This identifies the body which must consent to the amendment of the fee, as set out in Section 7 (6) of the Bylaw Respecting Students’ Union Finances.

PROPOSED

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

Short Title

1. ~~— This Bylaw may be referred to as the "Conduct of Business Bylaw".~~

Definitions

2. ~~— In this Bylaw:~~
- a. ~~"fiscal year" means the year commencing on May 1 of a calendar year, and ending on April 30 of the next calendar year;~~
 - b. ~~"reserve" means an account which is designated to a specific use by referendum or by motion of Students' Council;~~
 - c. ~~"General Manager" means the General Manager of the Students' Union or his designee. —~~

Students' Union Reserve

3. ~~— a. The Students' Union fees collected by the Financial Services Division of the University of Alberta will be transferred to the Students' Union.~~
- d. ~~The Vice President (Operations and Finance) an~~
- b. ~~d the General Manager will retain receipts for all money received and will have access to the accounts kept by the Financial Services Division of the University of Alberta in order to ascertain whether the accounts have been credited correctly.~~

Financial Statements

4. ~~— a. A complete set of financial records will be kept by the General Manager according to generally accepted accounting procedures.~~
- b. ~~There shall be two audits performed annually, an interim and a final one, performed by a qualified accounting firm.~~
- c. ~~The audited financial statements and report of the auditor will be presented to Students' Council by the third Council meeting following completion of the final audit.~~

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- d. ~~Monthly summary statements for all Students' Union accounts will be submitted to the Budget Committee as soon as they are available.~~

Preliminary Budget

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

Final Budget

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

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Appeal

~~7. The recommendation of the Budget and Finance Committee concerning the budget of any organization may be appealed to Students' Council for approval.~~

Spending Authority

~~8. a. Subject to Subsection 3. hereof, an organization or budget area may not spend more than has been budgeted unless specifically authorized to do so by Students' Council.~~

~~b. Budget Alterations~~

~~i. Transfers of Five Hundred Dollars or less, between or within budget areas, may be approved by the VP Operations and Finance;~~

~~ii. Transfers of One Thousand Dollars or less, between or within budget areas, may be approved by the Executive Committee;~~

~~iii. Transfers of Two Thousand Five Hundred Dollars or less, between or within budget areas, may be approved by the Budget and Finance Committee;~~

~~iv. Transfers of funds over Two Thousand Five Hundred Dollars, between or within budget areas, must be approved by the Students' Council.~~

~~v. The VP Operations and Finance will report all budget alterations, excepting those alterations that were approved by Students' Council, to Students' Council at the next Council meeting following the alteration~~

~~c. Expenditures approved in the Students' Union budget will be authorized by Students' Union signing officers.~~

~~d. Notwithstanding anything herein to the contrary, all commitments, whether in the Students' Union budget or in excess of one (1) year from the time of their approval, will be approved by the Students' Council and will, in the absence of such approval, be null and void.~~

~~e. Loan Granting~~

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- ~~—— i. Loans granted by the Students' Union in the amount of \$4,000 or less must be approved by the Budget and Finance Committee~~
- ~~—— ii. Loans granted by the Students' Union in excess of \$4,000 must be approved by Students' Council~~
- ~~—— iii. Notwithstanding i. above, the Student Groups Committee may approve loans to student groups of up to \$1,500.~~

Purchases

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

Reserves

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

Unappropriated Surplus

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

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Capital Equipment Reserve

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

Building Expansion Reserve

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

Contingency Reserve

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

Sponsorship Reserve

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

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

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

Reserve Transfers

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

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

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

~~c. Notwithstanding Section 17, the Vice President (Operations and Finance) shall have the authority to transfer up to \$500 from the project reserve, the Executive Committee shall have the authority to transfer up to \$2500, and the Budget and~~

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~~Finance Committee up to \$5000. All transfers must be for the purpose of funding unforeseen project costs.~~

Promissory Notes

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

Travel Expenses

- ~~19. All persons traveling on behalf of the Students' Union and whose expenses are paid in whole or in part by the Students' Union will account for all travel expenditures in a manner satisfactory to the General Manager.~~

Signing Authority

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

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PROPOSED**Bylaw 4000
A Bylaw Respecting the Standing Committees of Students' Council****The Standing Committees of Students' Council**

1. The Standing Committees of Students' Council are
 - (a) the Access Fund Committee,
 - (b) the Audit Committee,
 - (c) the Budget and Finance Committee,
 - (d) the Bylaw Committee,
 - (e) the Council Administration Committee,
 - (f) the External Policy Committee,
 - (g) the Grant Allocation Committee,
 - (h) the Student Affairs Committee, and
 - (i) the University Policy Committee.

Composition

2. (1) The Access Fund Committee, the Budget and Finance Committee, the External Policy Committee, the Student Affairs Committee, and the University Policy Committee are each composed of seven voting members of Students' Council selected by Students' Council.
- (2) The Bylaw Committee is composed of five voting members of Students' Council selected by Students' Council.
- (3) The Audit Committee is composed of five voting members of Students' Council, who are not members of the Executive Committee, selected by Students' Council.
- (4) The Council Administration Committee is composed of
 - (a) five voting members of Students' Council selected by Students' Council as permanent members;
 - (b) all voting members of Students' Council; and
 - (c) the Speaker of Students' Council, as a non-voting member.

PROPOSED

- (5) The Grant Allocation Committee is composed of
- (a) seven voting members of Students' Council selected by Students' Council;
 - (b) at meetings at which grants are being made from the Campus Recreation Enhancement Fund, three individuals appointed by the University of Alberta Recreation Action Committee as non-voting members; and
 - (c) at meetings at which grants are being made from the Golden Bear and Panda Legacy Fund, three individuals appointed by the University of Alberta University Athletics Board as non-voting members.

Chairs

3. (1) The chairs of the Standing Committees of Students' Council are elected by and from the committee's voting membership.
- (2) Every Standing Committee of Students' Council shall elect a chair on or before June 15 of each year.

Quorum

4. (1) The Access Fund Committee, the Budget and Finance Committee, the External Policy Committee, the Grant Allocation Committee, the Student Affairs Committee, and the University Policy Committee have quorums of four voting members.
- (2) The Audit Committee and the Bylaw Committee have quorums of three voting members.
- (3) The Council Administration Committee has a quorum of three permanent members.

Meetings

5. (1) Standing Committees of Students' Council shall establish meeting schedules on a trimester basis, with the three trimesters being May 1 to August 31, September 1 to December 31, and January 1 to April 30.
- (2) Meetings of Standing Committees of Students' Council shall occur in person, and not by proxy or otherwise.
- (3) No meeting of a Standing Committee of Students' Council shall occur unless either
- (a) all members of the committee have received at least seventy-two hours notice of the meeting; or

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PROPOSED

- (b) all members of the committee have consented for the meeting to occur.
- (4) Standing Committees of Students' Council have the authority to adopt such standing orders or other procedural rules that do not conflict with this or any other Students' Union bylaw.

Access to Resources

- 6. The Speaker of Students' Council, and through him/her chairs of Standing Committees of Students' Council, shall have access to sufficient administrative support to ensure the proper functioning of the committee system, including but not limited to
 - (a) the creation and publication of agendas for committee meetings;
 - (b) the creation and publication of minutes of committee meetings;
 - (c) the booking of meeting rooms;
 - (d) the duplication of required documents; and
 - (e) access to Students' Union archives.

Reporting Mechanisms

- 7. (1) The chair of each Standing Committees shall, after each meeting of the committee, submit to Students' Council a report detailing the activities of the committee at that meeting, including
 - (a) any decisions made by the committee acting under authority delegated to it by Students' Council;
 - (b) any recommendations made by the committee to Students' Council; and
 - (c) any standing orders or procedural rules adopted by the committee.
- (2) The Speaker of Students' Council shall publish each report of each Standing Committee of Students' Council as part of Students' Council documentation.
- (3) No decision made by a Standing Committee of Students' Council acting under delegated authority is effective until a report including it is provided to the Speaker of Students' Council.

The Access Fund Committee

- 8. The Access Fund Committee
 - (a) has authority to set and implement policy regarding the disbursement of the Access Fund;

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PROPOSED

- (b) shall provide for the existence of an appeals mechanism;
- (c) shall recommend a budget for the Access Fund to Students' Council on or before April 30 of each year; and
- (d) shall recommend to Students' Council changes to Students' Union legislation affecting the Access Fund as it considers appropriate or as required by Students' Council.

The Audit Committee

9. The Audit Committee

- (a) has authority to select the Students' Union auditor;
- (b) shall select the Students' Union auditor annually;
- (c) shall oversee the Students' Union's external audit;
- (d) shall review the Students' Union's audited financial statements in advance of their presentation to Students' Council;
- (e) shall review all alterations made to the Students' Union's budget for the purpose of verifying compliance with Students' Union legislation;
- (f) shall each month review, for appropriateness and compliance with the Students' Union's budget, the transactions of at least two Students' Union organizational units;
- (g) shall review all expenditures made on Students' Union credit cards;
- (h) shall investigate any inappropriate transactions or significant variances against the Students' Union's budget;
- (i) has the authority to require to appear before it, in a reasonable period of time, any Students' Union employee;
- (j) shall review the proposed uses and make a decision on the disbursement of the CJSR-FM88 Fund, the Student Legal Services of Edmonton Fund, the Alberta Public Interest Research Group Fund, and the Gateway Student Journalism Fund on or before July 31 of each year;
- (k) has the authority to approve disbursement of the CJSR-FM88 Fund, the Alberta Public Interest Research Group Fund, and the Gateway Student Journalism Fund;

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PROPOSED

- (l) shall monitor the Grant Allocation Committee's allocation of the Campus Recreation Enhancement Fund, the Eugene L. Brody Fund, the Golden Bear and Panda Legacy Fund, and the Refugee Student Fund; and
- (m) shall monitor the use of all Faculty Association Membership Fees and Faculty Membership Fees.

The Budget and Finance Committee

10. The Budget and Finance Committee

- (a) ~~shall recommend a preliminary budget for the following fiscal year to Students' Council on or before April 30 of each year; shall recommend budgets to Students' Council as may be required by Students' Union legislation;~~
- (b) ~~shall recommend a final budget to Students' Council on or before July 30 of each year; shall make recommendations to Students' Council on alterations to the Students' Union operating budget;~~
- (c) ~~shall make recommendations to Students' Council on alterations of the Students' Union budget; shall make recommendations to Students' Council on expenditures of funds from the Projects Allocation; and~~
- (d) ~~shall make recommendations to Students' Council on expenditures of money from the Project Reserve and the Contingency Reserve; shall make recommendations to Students' Council on Students' Union legislation dealing with Students' Union finances as it considers appropriate or as required by Students' Council.~~
- (e) ~~shall make recommendations to Students' Council on Students' Union legislation dealing with the conduct of business as it considers appropriate or as required by Students' Council; and~~
- (f) ~~shall exercise such powers as might be delegated to it by the Conduct of Business Bylaw.~~

The Bylaw Committee

11. The Bylaw Committee

- (a) shall draft bylaws as required by Students' Council;
- (b) shall draft referendum and plebiscite questions as required by Students' Council;
- (c) shall make recommendations to Students' Council on Students' Union bylaws where such recommendations are not the purview of any other Standing Committee of Students' Council; and

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PROPOSED

- (d) has the power to make, to Students' Union bylaws, alterations that do not alter the meaning of the bylaws in question.

The Council Administration Committee

12. The Council Administration Committee

- (a) has authority to amend, adopt, or rescind standing orders of Students' Council after an initial set of standing orders has been adopted by Students' Council;
- (b) shall make recommendations to Students' Council on the structure of Students' Council and its Standing Committees;
- (c) shall oversee the Speaker of Students' Council and the Chief Returning Officer;
- (d) shall oversee the progress of Students' Council's legislative agenda;
- (e) shall recommend to Students' Council a candidate for the position of Chief Returning Officer on or before April 15 of each year;
- (f) shall recommend to Students' Council a composition for the Awards Committee on or before April 15 of each year; and
- (g) shall recommend to Students' Council candidates to fill vacancies on Students' Council as required by Students' Council.

The External Policy Committee

13. The External Policy Committee

- (a) shall make recommendations to Students' Council on political policy respecting the business of entities not based on the University of Alberta;
- (b) shall make recommendations to Students' Council on political policy respecting undergraduate tuition at the University of Alberta;
- (c) shall receive reports from the Executive Committee on its off-campus and tuition-related advocacy activities and evaluate their effectiveness.

The Grant Allocation Committee

14. The Grant Allocation Committee

- (a) shall make grants from the Campus Recreation Enhancement Fund, the Golden Bear and Panda Legacy Fund, the Refugee Student Fund, the Eugene L. Brody Fund, and the portion of the Students' Union operating budget designated for grants to Student Groups;

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PROPOSED

- (b) has authority to make grants from the Campus Recreation Enhancement Fund, the Golden Bear and Panda Legacy Fund, the portion of the Refugee Student Fund designated for contingencies, and the portion of the Students' Union operating budget designated for grants to student groups;
- (c) has authority to grant loans to student groups in amounts not exceeding \$1,500 per student group.
- (d) has authority to make grants of up to five hundred dollars from the Eugene L. Brody Fund; and
- (e) has authority to develop and implement policy respecting granting from funds under its jurisdiction.

The Student Affairs Committee

15. The Student Affairs Committee

- (a) shall recommend political policy regarding student health, wellness and security within the University of Alberta; and
- (b) shall perform an ongoing needs assessment with respect to student services.

The University Policy Committee

16. The University Policy Committee

- (a) shall make recommendations to Students' Council on political policy respecting the business of entities based on the University of Alberta;
- (b) shall not make recommendations to Students' Council on political policy respecting undergraduate tuition at the University of Alberta;
- (c) shall receive reports from the Executive Committee on its on-campus non-tuition-related advocacy activities and evaluate their effectiveness.

General Mandate

- 17. (1) Standing Committees of Students' Council have the authority to make recommendations to Students' Council on matters related to their mandates but not explicitly set out in this bylaw.
- (2) Students' Council has the authority to require recommendations from Standing Committees of Students' Council on matters related to their mandates but not explicitly set out in this bylaw..

Bill #23 – Council Vacancies Bill

Principles

1. Vacancies in Councilor Positions

- a. Council will no longer have the power to fill Councilor vacancies by appointment.
- b. Where a Councilor vacancy exists, the CRO will offer the position to the runner up in the most recent election.
- c. One By-election will be held in the Fall to fill any Councilor vacancies not filled by the process in 1(b)
- d. Other than the by-election specified 1(c) no other by-elections will be held to fill Councilor Vacancies unless the voting membership of Council, is at any time, less than 30 members, in which case the C.R.O. shall call an election on;
 - i. not more than one month from the date of that Council's voting falling below 30;
 - ii. where Council's membership falls below 30 between May 1st and August 31st, during September.

2. Vacancies in the Executive

- a. Council may fill a vacancy in the Executive Committee or the position of Undergraduate Board of Governors Representative either by appointment or by ordering a by-election for that purpose.

Bylaw 100 Amended
Bylaw 2200 Amended

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. "Councillor" 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);

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
 - c. Committees of Council.

Voting Members

5. The voting members of Council are:
 - a. The voting members of the Executive Committee;

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- b. The Undergraduate Board of Governors Representative;
- c. Forty-two (42) Councillors

Seat Distribution Formula

- d. The Councillor seats will be allocated as described bellow:

$$\frac{\text{Total Population of Undergraduate Students}}{\text{Total number Councillor of voting seats}}$$

= 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 CRO by January 31 of each year. Schedule A will be attached to Bylaw 100.

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.

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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:
 - 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

Reporting Results

9. The CRO conducting an election pursuant to this Bylaw shall submit 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 Schedule 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. answered a scenario question;
 - iii. answered any question 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.

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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.

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.

Part V - Requirement of Members**Requirement of Council Members**

20. 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 VI - Removal of Members**Removal & Reinstatement of Council Members**

21. A member of Council who misses five (5) meetings in total or three (3) consecutive meetings will:

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- a. Be in violation of attendance requirements;

Resignation

- 22. 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 VII - Proxy Members

Appointment of Proxy

- 23. 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

- 24. 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 councillor who appointed the proxy member.

Notice to Speaker

- 25. 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 Councillor 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 Councillor.

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26. The presence of the Councillor will constitute termination of a proxy member's appointment.

Part VIII - Meetings

Rules of Order

27. *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.

Quorum

28. Quorum of Students' Council shall be 25 voting members.

Part IX Replenishment

Replenishment of Councillors

29. (1) Where a Councillor position is vacant, the Chief Returning Officer will offer the position to the most successful candidate in the last election for that Faculty not currently holding Students' Union office and who has not yet declined appointment to that Council position.

(2) Twenty nine (1) notwithstanding, no person shall be offered a Councillor position who has already vacated that position during that year

(3) The process set out in 29(1) shall be followed until such time as

(a) no vacancies remain in that faculty;

(b) the list of candidates from the last election is exhausted; or

(c) the position would be offered to None of the Above.

(4) Students' Council does not have the authority to appoint any person to a Councillor position.

Replenishment of Voting Members of the Executive Committee and of the Undergraduate Board of Governors Representative

30. Where a position on the Executive Committee or the position of Undergraduate Board of Governors Representative is vacant, Students' Council shall:

(a) appoint a qualified student to fill the position; and/or

(b) call an election for the position.

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Bylaw 100
Schedule A

Structure of Voting Membership
of Students' Council
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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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**Bylaw 100
Schedule C**

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.

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Bylaw 2200
A Bylaw Respecting the Councillor Elections to Students' Council and
General Faculties' Council

1. This Bylaw may be referred to as the “Councillor Elections to Students’ Council and General Faculties’ Council Bylaw”
2. For the purposes of this bylaw:
 - a. a “member” shall be;
 - i. during the months of September, October, November, and December, anyone who is an undergraduate student enrolled in at least one course for credit at the University of Alberta for the Fall term; and
 - ii. during the months of January, February, March, and April, anyone who is an undergraduate student enrolled in at least on one course for credit at the university of Alberta for the Winter Term.
 - b. a “faculty” shall be any entity defined by the University of Alberta General Faculties Council as either a faculty or a school and in which members are registered and shall include Open Studies;
 - c. a “faculty association” shall be any organization recognized as a faculty association under the Faculty Association Bylaw;
 - d. a “candidate” shall be any member whose nomination is accepted under this bylaw;
 - e. a “slate” shall be two (2) or more candidates from the same faculty who choose to run as members of a single slate for the purposes of this bylaw;
 - f. a “faculty councillor” shall be any voting member of a council whose seat is allocated on the basis of faculty population;
 - g. the “Election” shall be the general election of faculty councillors;

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- h. a “campaign activity” shall be any act, planned or organized by or on behalf of any candidate or slate, that is calculated to draw attention to that candidate or slate’s candidacy;
- i. the “Campaign” shall be the period of time during which campaign activities are permitted;
- j. a “campaign expense” shall be any and all expenditures incurred in engaging in campaign activities;
- k. the “C.R.O.” shall be the Chief Returning Officer of the Students’ Union, as set out in the Chief Returning Officer and Elections Staff Bylaw;
- l. the “D.I.E. Board” shall be the Discipline, Interpretation and Enforcement of the Students’ Union, as set out in Article XV of the Students’ Union Constitution and in the Discipline, Interpretation, and Enforcement Board Bylaw;
- m. a “D.R.O.” shall be a Deputy Returning Officer of the Students’ Union, as set out in the Chief Returning Officer and Elections Staff Bylaw;
- n. the “Official Student Newspaper” shall be the Official Student Newspaper designated by Students’ Council, as set out in the Official Student Newspaper Bylaw;
- o. a “joke candidate” shall be any candidate running either individually or as a member of a slate who chooses not to use his/her given name or a reasonable derivation thereof when appearing on the ballot;
- p. a “volunteer” shall be any individual who participates in campaign activities;
- q. “campaign materials” shall be any physical or electronic media produced or distributed as part of campaign activities;
- r. a “banner” shall be any campaign material composed of paper, cloth, or similar material, of a total area greater than four (4) square feet;
- s. a “poster” shall be any campaign material composed of paper, cloth, or similar material, of a total area of under four (4) square feet that is designed to be posted on a wall or similar plane;

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- t. a “voter” shall be any member who exercises his/her entitlement to vote, as set out in Section 70;
 - u. a “forum” shall be any event organized by any entity other than the Students’ Union, a candidate, or a volunteer acting on behalf of a candidate at which campaign activities are facilitated;
 - v. the “University” shall be the University of Alberta; and
 - w. “working hours” shall be any and all hours occurring between 0900 and 1700.
 - x. a “council” shall either be Students’ Council or General Faculties’ Council, as the context requires.
3. This bylaw shall govern the conduct of the Election.
4. The Election shall occur fifteen (15) days after the General Election of the Executive Committee and the Undergraduate Board of Governors Representative as set out in the General Election of the Executive Committee and the Undergraduate Board of Governors Representative Bylaw.
- a. Notwithstanding Section 4, the C.R.O. may establish one alternate date designated for Election to occur, where the faculty can prove that the above date is unsuitable for their electorate.
5. The C.R.O. shall determine and announce, prior to the end of November each year, the time and date of the commencement of the Campaign, to occur not fewer than seven (7) days prior to the start of the Election as set out in Section 4.
6. The C.R.O. shall determine and announce, prior to the end of November each year, the deadline for the nomination of candidates, to occur not fewer than nine (9) days prior to the date of the Election as set out in Section 4.
7. The C.R.O. shall make available to every member nomination packages not fewer than twenty (20) days prior to the nomination deadline as set out in Section 6, and shall advertise the availability of these in not fewer than three (3) editions of the Official Student Newspaper prior to the nomination deadline.

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8. The nomination packages shall contain, at minimum:
 - a. complete and current copies of this bylaw, the Chief Returning Officer and Elections Staff Bylaw, and the Discipline, Interpretation, and Enforcement Board Bylaw;
 - b. nomination papers soliciting the name, contact information, and student identification number of the proposed nominee, and the names, years, signatures, and student identification numbers of at least ten (10) and at most twenty (20) members registered in the same faculty as the nominee as nominators;
 - c. contact information for the C.R.O. and D.R.O.s;
 - d. the times, date, and location of the candidates meeting, as set out in Section 12.
9. Valid nomination papers shall include:
 - a. the names, years, signatures, and student identification numbers of at least ten (10) members registered in the same faculty as the proposed nominee identifying themselves as nominators;
 - b. a signed acceptance of the nomination by the proposed nominee;
 - c. a signed letter from the proposed nominee's faculty confirming his/her registration in that faculty and that he/she is in good academic standing under University regulations;
 - d. a statement, signed by the proposed nominee, identifying the name under which he/she wishes to appear on the ballot.
10. Where a member submits valid nomination papers, as set out in Section 9, prior to the nomination deadline, as set out in Section 6, that member's nomination shall be accepted by the C.R.O. within twenty-four (24) hours of the nomination deadline.
11. Where the number of nominations received in a given faculty is less than the number of council seats allocated to that faculty, the C.R.O. shall extend the nomination deadline for that faculty by one (1) day.

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12. The C.R.O. shall hold a candidates meeting following the nomination deadline but prior to the commencement of the Campaign.
13. All candidates shall either attend the candidates meeting in its entirety or designate, in writing, an agent who will do so.
14. Where a candidate contravenes Section 13, that candidate shall be disqualified.
15. The C.R.O. may, at his/her discretion, grant exemptions to Section 14, but shall do so only where:
 - a. the candidate requesting the exemption does so in writing at least forty-eight (48) hours prior to the commencement of the candidates meeting; or
 - b. the candidate requesting the exemption informs and provides satisfactory evidence to the C.R.O. of an emergency for which no notice could be given.
16. At the candidates meeting, the C.R.O. shall, at minimum:
 - a. review all relevant bylaws, rules, and regulations, including this bylaw, and respond to questions about same;
 - b. conduct a random draw to determine the order of appearance of candidates' names on the ballot for each faculty;
 - c. determine and announce which candidates are joke candidates as set out in Section 2 (o);
 - d. where two (2) or more candidates from the same faculty have asked to appear on the ballot under names that are either identical or so similar as to be practically indistinguishable, the C.R.O. shall determine and announce under what names each of the two (2) or more candidates shall appear on the ballot; and
 - e. take attendance for the purpose of verifying compliance with Section 13.
17. All candidates shall, within twenty-four (24) hours of the nomination deadline, report to the C.R.O. any keys, cards, and other means of access to any building or room on the University of Alberta campus.

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18. The C.R.O. shall confiscate, until the commencement of voting, any keys, cards, and other means of access to any building or room on the University of Alberta campus where:
 - a. the key, card, or other means of access in question would provide an unfair advantage to the candidate; and
 - b. the candidate is not academically, occupationally, or otherwise required to retain the key, card, or other means of access in question for the duration of the Campaign.
19. The C.R.O. shall make arrangements for space to be available on the University campus to all candidates for the purpose of the storage of campaign materials.
20. Where a candidate contravenes Section 17, he/she shall be disqualified.
21. No candidate shall, between the nomination deadline and the commencement of campaign activities, engage in any campaign activity.
22. Candidates wishing to run as a slate shall notify the C.R.O. in writing of their desire within twenty-four (24) hours of the nomination deadline.
23. Candidates providing written notification to the C.R.O. as set out in Section 22 shall include a slate name, which may not be the same as or a reasonable derivation of the name of any registered federal or provincial party.
24. Where candidates requesting to run as a slate are in compliance with Sections 22 and 23, the C.R.O. shall grant their request.
25. Where a candidate has been designated as a joke candidate as set out in Section 16 (c), that candidate may provide to the C.R.O. a new signed statement indicating the name under which he/she wishes to appear on the ballot, within thirty-six (36) hours of the candidates meeting.
26. Where a candidate who has been designated a joke candidate exercises his/her right, as set out in Section 25, to submit a new name under which he/she wishes to appear on the ballot, and where the new name is, at the discretion of the C.R.O., a reasonable derivative of that candidate's legal name, that candidate's designation shall be reversed.

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27. Where two (2) or more slates in the same faculty submit names that are either identical or so similar as to be effectively indistinguishable, the C.R.O. shall determine and announce within thirty-six (36) hours of the nomination deadline what name each of the two (2) or more slates shall use.
28. Within thirty-six (36) hours of the nomination deadline, the C.R.O. shall post the legal name of each of the candidates, the name under which each candidate will appear on the ballot, the name of each slate, and abbreviation of each slate as it will appear on the ballot, and shall publish the same in the next available issue of the Official Student Newspaper.
29. Each candidate and slate shall act reasonably and in good faith, and specifically shall:
 - a. ensure that each volunteer engaging in campaign activities on his/her/its behalf is aware of all bylaws, rules, regulations, and orders;
 - b. ensure that each volunteer is in compliance with all bylaws, rules, regulations, and orders while engaging in campaign activities on his/her/its behalf; and
 - c. report any contravention of a bylaw, rule, regulation, or order to the C.R.O. immediately.
30. No candidate or slate shall make use of any resource that is not:
 - a. available to all candidates and slates;
 - b. general volunteer labour or expertise; or
 - c. accounted for as part of that candidate's or slate's campaign expenses.
31. No two (2) or more candidates or slates shall jointly use resources, including tables, posters, banners, and budgets but excluding volunteers, except that a candidate may jointly use tables with a slate of which he/she is a member.
32.
 - a. No candidate shall act as a volunteer for or endorse any other candidate in his/her race
 - b. The CRO; the DROs; the members of the Executive Committee of Students' Council; and executive members or the returning officers of a

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faculty association to whom the CRO has delegated powers under Section 118, shall not act as volunteer for or endorse any candidate or slate

33. No candidate shall, without the permission of the C.R.O., engage in any campaign activity:
 - a. in any business or service operated by the Students' Union;
 - b. in a University library;
 - c. in a classroom during a class unless he/she first obtains the permission of the professor responsible for that class;
 - d. in any residence; or
 - e. in any building or on any land not owned or operated by the University or the Students' Union.
34. No candidate shall participate in any forum unless each candidate in his/her faculty has received at least twenty-four (24) hours notification of the forum and will be afforded an equal chance to speak at it.
35. All campaign materials shall be approved in form, content, and cost by the C.R.O. before they may be used in campaign activities.
36. Candidates and slates wishing to have campaign materials approved shall provide the C.R.O. with:
 - a. a written estimate of the cost of the proposed campaign material, including the source of that estimate; and
 - b. the complete contents of the proposed campaign material, including text, images, and layout.
37. The C.R.O. shall provide in confidence a written approval or refusal of campaign materials within nine (9) working hours of receiving a request as set out in Section 36.
38. The C.R.O. shall not approve campaign materials that:
 - a. have more than a nominal value when distributed;
 - b. cannot be removed at the end of the Campaign; or

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- c. are likely to permanently damage or alter property.
- 39. Where a candidate or slate contravenes Section 35, the offending campaign materials shall be destroyed and the C.R.O. may assess an additional penalty to that candidate or slate, as set out in Section 110.
- 40. No candidate or slate shall have more than one (1) banner on display in any given building at any given time.
- 41. Where a candidate or slate contravenes Section 40, the offending banners shall be destroyed and the C.R.O. may assess an additional penalty to that candidate or slate, as set out in Section 110.
- 42. No candidate or slate shall have more than sixteen (16) posters on display in any given building at any given time.
- 43. No poster shall be displayed in such a way as to obscure another candidate or slate's campaign materials.
- 44. Where a candidate or slate contravenes Section 42 or Section 43, the offending posters shall be destroyed, and the C.R.O. may assess an additional penalty to that candidate or slate, as set out in Section 110.
- 45. No candidate or volunteer shall damage or destroy any other candidate or slate's campaign materials unless specifically authorized to do so by the C.R.O.
- 46. All campaign materials shall be removed by 21h00 on the day before the commencement of voting.
- 47. All printed campaign materials shall be purchased at official list price costs from one (1) or more of the printing companies designated by the C.R.O.
- 48. The C.R.O. shall designate at least five (5) printing companies from which candidates may purchase materials to be in compliance with Section 47.
- 49. Where a candidate demonstrates that a desired campaign material could not be produced by any of the five (5) or more printers designated by the C.R.O. as set out in Section 48, the C.R.O. may grant a limited exemption from Section 47 to that candidate.

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50. Where campaign materials can be produced by any Students' Union operated business, candidates shall purchase those campaign materials from that business.
51. Where a candidate contravenes Section 47 or Section 50, the offending campaign materials shall be destroyed, and the C.R.O. may assess an additional penalty to that candidate, as set out in Section 110.
52. No candidate shall accrue more than thirty dollars (\$30.00), plus six dollars (\$6.00) for every one thousand (1,000) students in his/her faculty beyond three thousand (3,000) in campaign expenses, all of which shall be paid by the Students' Union.
53. No slate shall accrue more than twenty two dollars and fifty cents (\$22.50), plus six dollars (\$6.00) for every one thousand (1,000) students in its faculty beyond three thousand (3,000) in campaign expenses, all of which shall be paid by the Students' Union.
54. No candidate running as part of a slate shall accrue more than fifteen dollars and seventy five cents (\$15.75) in campaign expenses, all of which shall be paid by the Students' Union.
55. Where the number of students in a faculty beyond three thousand (3,000) is not a multiple of one thousand (1,000), the amount of money in excess of the base amount, as set out in Sections 53 through 55, shall be prorated and rounded to the nearest cent.
56. No joke candidate shall accrue more than one half (1/2) of the expenses set out in Sections 52 through 55.
57. Where a candidate or slate chooses to print campaign materials on recycled paper containing one hundred per cent (100%) post consumer content, and where that candidate or slate demonstrates, to the satisfaction of the C.R.O., that this choice resulted in an increased cost being incurred to him/her/it, then the amount of this increased cost shall not count against the limits set out in Sections 52 through 56.
58. Each candidate and slate shall keep an up to date and accurate account of all campaign expenses he/she/it incurs, and shall be responsible to the C.R.O. for all such campaign expenses.

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59. Each candidate and slate shall submit to the C.R.O. the record, as set out in Section 58, no less than eight (8) working hours prior to the commencement of voting.
60. No candidate or slate shall incur any campaign expense within eight (8) working hours of the commencement of voting, except where that campaign expense has been reported in the record submitted to the C.R.O. as set out in Section 59.
61. Where a product or service has been provided to a candidate or slate for no consideration or for consideration that is less than the official list price of the service provider, that candidate shall be considered to have incurred a campaign expense equal to the fair market value of that product or service, as determined by the C.R.O.
62. Where a candidate or slate receives a product or service for consideration that is greater than the fair market value of that product or service, then that candidate or slate shall be considered to have incurred a campaign expense equal to the actual consideration.
63. For the purposes of Section 61, general labour and any expertise had by a significant portion of the population, including, but not limited to, poster design, web page design, and web page programming, shall be considered to have a fair market value of zero.
64. The fair market value shall be determined by the C.R.O. using the price that any other candidate or slate would have to pay for a comparable product or service as a guideline.
65. Candidates and slates shall have the right, but not the obligation, to receive an assessment of a product or service's fair market value in advance.
66. A candidate or slate wishing to receive a fair market value assessment in advance shall make a written request to the C.R.O., which shall include:
 - a. a full and accurate description of the product or service;
 - b. the supplier of the product or service, along with contact information for same; and
 - c. the candidate or slate's estimation of the product or service's fair market value, and a rationale for same.

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67. Where a complete request, as set out in Section 66, has been submitted to the C.R.O., the C.R.O. shall respond with a decision within nine (9) working hours.
68. The C.R.O. shall review all campaign expense records, and shall post summaries of same prior to the posting of official remarks as set out in 98 (b).
69. Where the C.R.O. determines that a candidate or slate has exceeded or falsified its campaign expense limit, that candidate or slate shall be disqualified, and notice of this shall be posted with the campaign expense records, and communicated directly to the candidate or slate in question.
70. Each member shall be entitled to cast one (1) ballot in the faculty in which he/she is registered only, except the C.R.O. who shall be entitled to cast a ballot only under the circumstances set out in Section 83.
71. Where a member is found to have cast more than one (1) ballot, only one (1) ballot shall be counted.
72. Ballots shall list each candidate followed by the voting selection “None of the Above.”
73. For the purposes of Sections 74 through 87, “None of the Above” shall be considered a candidate.
74. Balloting shall be conducted by preferential balloting, in which each voter shall rank his/her choices using natural numbers with one (1) representing the first choice and increasing numbers representing less desirable choices.
75. A candidate shall require a majority of voters to indicate him/her as their first choice in order to be elected.
76. Voters shall be entitled to mark as few as zero candidates or as many as all of them.
77. A voter’s ballot shall be considered spoiled where:
 - a. that voter has indicated the same number for more than one (1) candidate;
 - b. that voter has not included the number one (1) next to any candidate;

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- c. that voter has indicated more than one (1) number next to any given candidate; or
 - d. that voter has used non-consecutive numbers.
78. Notwithstanding Section 77, where a voter's intention is clear that voter's ballot shall be counted.
79. In the event that no candidate receives a majority of first place votes, the candidate with the fewest first place votes shall be eliminated.
80. Any voter who has indicated an eliminated candidate with a number shall have the candidate marked with the next lowest number following the number by which the eliminated candidate had been indicated take the place of the eliminated candidate, and so on, in such a way that all candidates indicated by that voter as less desirable than the eliminated candidate are registered as being one (1) step more desirable than originally indicated.
81. Where a ballot is left with no first place vote, that ballot shall be considered spoiled.
82. Where all remaining candidates have an equal number of first place votes, or where the remaining candidate with the fewest first place votes is tied with another remaining candidate, the candidate that had the fewest first place votes on the first count in which a differential existed shall be eliminated.
83. Where all remaining candidates have an equal number of first place votes, or where the remaining candidate with the fewest first place votes is tied with another remaining candidate, where this tie has existed on every count, and where the candidates are running in the same faculty in which the C.R.O. is registered, then the C.R.O. shall cast a ballot.
84. Where all remaining candidates have an equal number of first place votes, or where the remaining candidate with the fewest first place votes is tied with another remaining candidate, and where this tie has existed on every count, the candidate to be eliminated shall be selected from those candidates with the fewest first place votes by a random or quasi-random method selected by the C.R.O.
85. The process set out in Sections 79 through 84 shall continue until such time as a candidate receives a majority of first place votes, at which point that candidate shall be declared victorious and removed from the ballot, and the

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process recommenced with the remaining candidates not yet declared victorious.

86. The process set out in Sections 79 through 85 shall continue for each faculty until such time as the number of candidates declared victorious is equal to the number of Council seats allocated to that faculty by the Students' Council Bylaw.
87. Where "None of the Above" is declared victorious, no further candidates shall be declared victorious.
88. Voting shall be conducted a times determined and advertised by the C.R.O.
89. The C.R.O. shall conduct balloting by any means that provide accurate results, and may use multiple methods in any combination.
90. At each physical polling station, there shall be at least two (2) poll clerks, hired by the Students' Union for that purpose, at all times.
91. Where there are fewer than two (2) poll clerks at any given physical polling station at any given time, polling at that polling station shall cease until such time as there are at least two (2) poll clerks at that polling station.
92. At each physical polling station, there shall be a notice to voters that shall explain the balloting procedures.
93. On each ballot, there shall be an explanation of the balloting procedures, which shall include, at minimum, the following:
 - a. that "None of the Above" shall be considered a candidate;
 - b. that voters shall rank each candidate according to their preferences;
 - c. that the ballot shall be considered spoiled where any of the conditions set out in Section 77 are met; and
 - d. that voters shall be permitted to rank as many as all or as few as zero candidates.
94. The C.R.O. shall provide for the secure handling of ballots, and shall ensure that at all times ballots are either under the direct supervision of the C.R.O. or a secure location.

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95. During voting, candidates shall not encourage members to vote, or engage in campaign activities.
96. During voting, candidates shall not remain within twenty (20) feet of any polling station except to vote.
97. Each candidate shall be permitted to have one (1) person, designated in writing by the candidate, acting as scrutineer and being present at the counting of the ballots.
98. The C.R.O. or at least one (1) D.R.O. shall:
 - a. supervise the counting of ballots;
 - b. post final Election results within twenty-four (24) working hours of all complaints and appeals being resolved;
 - c. notify the following persons of the final results, in writing;
 - i. in the case of results for Students' Council Elections, the Speaker of the Students' Council;
 - ii. in the case of results for General Faculties' Council elections, the Secretary of General Faculties Council and the Vice President Academic of the Students' Union.
 - d. post unofficial Election results at any time, including during counting;
 - e. advertise final Election results in the first available edition of the Official Student Newspaper after the posting of final results as set out in Section 98 (b); and
 - f. store the ballots in a locked room or container for at least two (2) weeks after the last recount has been completed.
99. A request for a recount shall be granted by the C.R.O. where:
 - a. the request is in writing and signed by a member;
 - b. the request is submitted to the C.R.O. within forty-eight (48) hours of the posting of Election results as set out in Section 98 (b); and

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- c. the difference between the first place votes of the last victor to be declared and any other candidate on the final count is less than two percent (2%) of the total votes cast for that position.
- 100. The C.R.O. may initiate a recount independently for any reason.
 - 101. The C.R.O. shall post the results of any recount within twenty-four (24) working hours of the recount being completed.
 - 102. Where a joke candidate is elected in any faculty, the seat to which that joke candidate has been elected shall be considered vacant.
 - 103. The C.R.O. shall be empowered to investigate and rule upon every contravention of this bylaw or any other bylaw, rule, or regulation related to the Election.
 - 104. The C.R.O. shall prepare and provide a complaint form which shall require complainants to indicate:
 - a. their names and student identification numbers;
 - b. the specific bylaw and section, rule, or regulation that is alleged to have been contravened;
 - c. the specific individual or group that is alleged to be in contravention;
 - d. the specific facts which constitute the alleged contravention; and
 - e. the evidence for these facts.
 - 105. Where a complaint is received within twelve (12) working hours of the alleged contravention, and where the original complaint form is provided to the C.R.O., the C.R.O. shall rule on that complaint.
 - 106. The C.R.O. shall provide a copy of the complaint form, with the complainant's student identification number blacked out, to each respondent.
 - 107. Where a complaint is received and is found to be complete as set out in Section 104, the C.R.O. shall rule on the complaint within twelve (12) working hours of receiving the complaint.

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108. The C.R.O. shall post all of his/her rulings, including:
 - a. a summary of the complaint;
 - b. a list of parties to the complaint;
 - c. where the C.R.O. fails to possess jurisdiction, as set out in Section 103, a summary of reasons for this finding;
 - d. a listing of all bylaws, rules, and regulations that apply;
 - e. a finding regarding the facts;
 - f. a ruling regarding the alleged contravention;
 - g. the penalty assigned, if any;
 - h. the time the ruling was posted; and
 - i. the time limit for appeal.

109. Where a candidate or volunteer has contravened a bylaw, rule, or regulation, regardless of the cause or the intent of the parties involved, and that contravention has provided an unfair advantage to a candidate, the C.R.O. shall assign a penalty that:
 - a. fully counter-balances any advantage gained; and
 - b. where the contravention was intentional, penalizes the candidate who was or whose volunteer was guilty of the contravention.

110. Penalties available to the C.R.O. shall include:
 - a. a fine, to be counted against the candidate's campaign expenses;
 - b. the confiscation or destruction of campaign materials;
 - c. limits, restrictions, and prohibitions on any type of campaign activities for any period of time up to the commencement of voting; and
 - d. disqualification.

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111. A candidate or slate shall be disqualified where he/she/it is guilty of a contravention that:
 - a. cannot be counter-balanced by a lesser penalty;
 - b. is malicious or substantially prejudicial to another candidate or slate; or
 - c. involves tampering with ballots, voting procedures, or counting procedures.
112. Where a slate is disqualified, all candidates running as a part of that slate shall also be disqualified.
113. Where a member is guilty of a serious contravention, the C.R.O. may recommend to the D.I.E. Board that further penalties be brought under the Discipline, Interpretation, and Enforcement Board Bylaw.
114. Any member shall be entitled to appeal a ruling of the C.R.O. to the D.I.E. Board.
115. No appeal shall be considered by the D.I.E. Board unless it is received within twelve (12) working hours of the C.R.O.'s ruling being posted.
116. Where a complete appeal is received, the D.I.E. Board shall convene a hearing within twelve (12) working hours of the appeal being submitted.
117. No appeal shall exist from a ruling of the D.I.E. Board on an appeal of a ruling by the C.R.O.
118. The C.R.O. may delegate any of his/her responsibilities under this bylaw to relevant faculty associations.
119. Notwithstanding Section 118, ultimate authority for all decisions delegated to faculty associations shall rest with the C.R.O.
120. Faculty associations shall have the right to use Election polling stations for the purposes of:
 - a. electing such positions as may be required by that faculty association; and
 - b. holding plebiscites and referenda.

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- 121. The Election shall be divided into as many parts as there are councils for which elections are occurring.
- 122. A candidate who contests multiple parts of the Election shall be considered to be one candidate per contested part of the election;
- 123. All rules concerning nominations, campaign activities, campaign expenses, balloting, and penalties apply to a candidate per contested part of the Election and not to the candidate between multiple parts of the Election;
- 124. A slate may encompass candidates contesting multiple parts of the Election.

~~125. Where Students' Council calls a by-election, the C.R.O. shall determine and announce the date of the by-election not less than two (2) weeks in advance of the close of nominations for that by-election, such date to occur not more than eight (8) weeks from the date of the by-election being called by Students' Council.~~

~~126. Where Section 125 would require the C.R.O. to call a by-election during May, June, July, or August, the C.R.O. may instead call the by-election in September or October.~~

~~127. Any by-election shall be governed by this bylaw except as set out in Sections 125 through 126.~~

~~128. 125. No election shall occur during the months of May, June, July, and August.~~

125. Where vacancies exist in positions filled under this bylaw on August 15 of any year, the C.R.O. shall call a by-election to take place in September or October of that year for all those positions vacant on August 15.

126. Where the total voting membership of Students' Council falls below thirty, the C.R.O. shall call a by-election to occur
(a) not more than one month of the date that the voting membership of Students' Council fell below thirty; or
(b) where Students' Council's voting membership falls below thirty during the months of May, June, July, or August, in September.

127. Except as otherwise stipulated in this bylaw, there shall be no by-elections to fill positions filled under this bylaw.

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128. The deadline for the nomination of candidates in any by-election shall be determined and announced by the Chief Returning Officer at the same time as the date of the by-election is announced, such deadline occurring not less than nine (9) days prior to the Election.

129. The commencement of the Campaign for any by-election shall be determined and announced by the Chief Returning Officer at the same time as the date of the by-election is announced, such commencement occurring not less than seven (7) days prior to the Election.

130. Except as otherwise stipulated in this bylaw, any by-election shall be conducted in accordance with the rules governing the Election.

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Bill #25 – Dedicated Fee Reform

Principles

1. That there be a register of dedicated fees created with all fees currently set out under Section 3 of Article VIII of the Students' Union Constitution contained therein at their present levels.
2. That the indexing provisions included in Section 4 of Article VIII of the Students' Union Constitution be retained.
3. That Students' Council have the authority to amend or eliminate the fees for the Access Fund, the Student Involvement Endowment Fund, and the Eugene L. Brody Fund.
4. That fees in the register be amended or eliminated only by referendum or by joint resolution of Students' Council and
 - a. the Alberta Public Interest Research Group Board of Directors, in the case of the Alberta Public Interest Research Group Fund;
 - b. the First Alberta Campus Radio Association Board of Directors, in the case of the CJSR-FM88 Fund;
 - c. the Gateway Student Journalism Society Board of Directors, in the case of the Gateway Journalism Fund;
 - d. the Student Legal Services of Edmonton Board of Directors, in the case of the Student Legal Services of Edmonton Fund;
 - e. the Recreation Action Committee, in the case of the Campus Recreation Enhancement Fund;
 - f. the University Athletics Board, in the case of the Golden Bear and Panda Legacy Fund; and
 - g. the World University Service of Canada Refugee Student Sponsorship Committee, in the case of the Refugee Student Fund.
5. That students be permitted to opt-out of the fees for the Access Fund and the Alberta Public Interest Research Group Fund.
6. That the fees for the Eugene L. Brody Fund, the Student Involvement Endowment Fund, the Access Fund, and the Refugee Student Fund be assessed to students at Augustana Faculty.

7. That no fee on the register except those for the Eugene L. Brody Fund, the Student Involvement Endowment Fund, the Access Fund, and the Refugee Student Fund be assessed to students at Augustana Faculty.
8. That the Alberta Public Interest Research Group, the Gateway Student Journalism Society, the First Alberta Campus Radio Association, and Student Legal Services of Edmonton be required, as a condition of the receipt of funding from the Students' Union, to have one seat, voting or non-voting, on each of their Boards of Directors appointed by the Students' Union.
9. That the seats set out in 9 be filled by voting members of Students' Council appointed annually by Students' Council.
10. That the First Alberta Campus Radio Association, Student Legal Services of Edmonton, the Alberta Public Interest Research Group, and the Gateway Student Journalism Society be required to appear before the Audit Committee on an annual basis to provide the previous year's audited financial statements, a proposed budget for the expenditure of those funds received from the Students' Union in the coming year, and such other information as may be required by the Audit Committee to ensure the appropriate expenditure of those funds received from the Students' Union.
11. That no funds be released to the First Alberta Campus Radio Association, Student Legal Services of Edmonton, the Alberta Public Interest Research Group, and the Gateway Student Journalism Society until the release of such fees is approved by the Audit Committee.
12. That the mandates of the First Alberta Campus Radio Association, Student Legal Services of Edmonton, the Alberta Public Interest Research Group, and the Gateway Student Journalism Society remain essentially unchanged from those currently included in Students' Union legislation, except that the mandate of the Gateway Student Journalism Society include a requirement that the Society offer discounts of at least ten percent on advertising to the Students' Union and registered student groups.
13. That the existing allocations of the Access Fund and the Student Refugee Fund be retained.
14. That the existing granting criteria for the Access Fund, the Student Involvement Endowment Fund, the Eugene L. Brody Fund, the Campus Recreation Enhancement Fund, and the Golden Bear and Panda Legacy Fund remain functionally unchanged.
15. That recipients of grants from the Campus Recreation Enhancement Fund and the Golden Bear and Panda Legacy Fund be required to submit receipts demonstrating that the money was spent in a fashion consistent with the purpose

for which it was granted.

16. That Bylaws 6100 – 6600 be repealed.

Bylaw 3000 Adopted
Bylaw 6000 Adopted
Bylaw 6100 Rescinded
Bylaw 6150 Rescinded
Bylaw 6200 Rescinded
Bylaw 6250 Rescinded
Bylaw 6300 Rescinded
Bylaw 6350 Rescinded
Bylaw 6400 Rescinded
Bylaw 6500 Rescinded
Bylaw 6550 Rescinded
Bylaw 6600 Rescinded

Bylaw 3000
A Bylaw Respecting Students' Union Finances

Fiscal Year

1. The fiscal year of the Students' Union lasts from May 1 until the following April 30.

Audit

2. (1) The Students' Union's financial statements shall be audited annually by a qualified accountant.
- (2) Students' Council shall approve each fiscal year's audited financial statements before the conclusion of the ensuing fiscal year.

Reserves

3. (1) Students' Union reserves are
 - (a) the General Operations Reserve,
 - (b) the Capital Equipment Reserve,
 - (c) the Building Reserve,
 - (d) the Sponsorship Reserve,
 - (e) the Student Refugee Fund,
 - (f) the CJSR-FM88 Fund,
 - (g) the Student Involvement Endowment Fund,
 - (h) the Eugene L. Brody Fund,
 - (i) the Golden Bear and Panda Legacy Fund,
 - (j) the Campus Recreation Enhancement Fund,
 - (k) the Access Fund,
 - (l) the Student Legal Services of Edmonton Fund,
 - (m) the Alberta Public Interest Research Group Fund, and
 - (n) the Gateway Student Journalism Fund.



PROPOSED

- (2) The General Operations Reserve shall be used for the operations of the Students' Union as provided for in the operating budget.
- (3) The Capital Equipment Reserve shall be used for the purchase and replacement of Students' Union capital equipment.
- (4) The Building Reserve shall be used for the enhancement of facilities controlled by the Students' Union.
- (5) The Sponsorship Reserve shall be used for the support of such Students' Union activities as may be identified in the operating budget as requiring sponsorship support.
- (6) The Student Refugee Fund shall be used for the support of those students selected as participants in the World University Service of Canada Student Refugee Sponsorship Program.
- (7) The CJSR-FM88 Fund shall be used for the support of the First Alberta Campus Radio Association.
- (8) The Student Involvement Endowment Fund shall be used for the support of the awards provided by the Awards Committee.
- (9) The Eugene L. Brody Fund shall be used for charitable purposes.
- (10) The Golden Bear and Panda Legacy Fund shall be used for the support of University of Alberta varsity athletics.
- (11) The Campus Recreation Enhancement Fund shall be used for the support of University of Alberta Campus Recreation programs.
- (12) The Access Fund shall be used for the support of undergraduate University of Alberta students requiring financial assistance.
- (13) The Student Legal Services of Edmonton Fund shall be used for the support of Student Legal Services of Edmonton.
- (14) The Alberta Public Interest Research Group Fund shall be used for the support of the Alberta Public Interest Research Group.
- (15) The Gateway Student Journalism Fund shall be used for the support of the Gateway Student Journalism Society.
- (16) Except as otherwise provided in Students' Union bylaw, Students' Council retains the sole authority to transfer or spend money in a Students' Union reserve.

Form of Operating Budget

- 4. (1) The Students' Union's operating budget shall take the form of the level of revenue and expenditure for each Students' Union operational unit.
- (2) The Students' Union operating budget shall include an allocation of not less than sixty thousand dollars per year, designated the Projects Allocation, to be used for projects that may arise over the course of the fiscal year.
- (3) The Students' Union's operating budget shall include an allocation of thirty thousand dollars per year, designated the Contingency Allocation, to be used for vital and unforeseen expenditures that may arise over the course of the fiscal year.
- (4) Except as otherwise provided for by Students' Union legislation, no person has the authority to make any expenditure of Students' Union funds or to seek actively to raise any revenue not contemplated in the operating budget.

Allocation Spending Authority

- 5. (1) Students' Council has the authority to approve expenditures from the Projects Allocation.
- (2) The Executive Committee has the authority to approve expenditures from the Projects Allocation of not more than one thousand dollars for any single purpose.
- (3) The Executive Committee has the exclusive authority to approve expenditures from the Contingency Allocation.

Budget Process

- 6 (1) The Executive Committee shall submit or cause to be submitted a proposed net profit or loss for each operational unit to the Budget and Finance Committee not later than February 1 of each year.
- (2) The Budget and Finance Committee shall recommend a net profit or loss for each operational unit to the Students' Council not later than March 1 of each year.
- (3) Students' Council shall approve a net profit or loss for each operational unit not later than March 15 of each year.
- (4) The Executive Committee shall submit or cause to be submitted a final operating and capital budget reflecting the net profit or loss approved by

PROPOSED

Bill 22

Council to the Budget and Finance Committee not later than March 31 of each year.

(5) The Budget and Finance Committee shall recommend a final operating and capital budget to Students' Council not later than April 15 of each year.

(6) Students' Council shall approve a final operating and capital budget not later than April 30 of each year.

Fees

7. (1) The Students' Union's operating budget shall include the level of the base Students' Union membership fee.

(2) The base Students' Union membership fee shall not fluctuate by more than fifteen percent from year to year

(3) In addition to the base Students' Union membership fee, the Speaker of Students' Council shall maintain a schedule of dedicated fees to be collected.

(4) The fees on the schedule shall be divided into Class A Fees and Class B Fees.

(5) Class A Fees may be amended or abolished only by

(a) Students' Council, or

(b) referendum.

(6) Class B Fees may be amended or abolished only by

(a) a joint resolution of Students' Council and one other body, specified in the schedule; or

(b) referendum.

(7) Unless otherwise specified in the schedule, all fees in the schedule increase annually at a rate equal to the Consumer Price Index for the province of Alberta.

(8) Each fee listed on the schedule shall be allocated to a reserve specified in the schedule.

(9) the schedule shall stipulate whether each fee is payable by students enrolled at Augustana Faculty

Bill 25

Bill 26

PROPOSED

Bill 26

(10) Full-time students enrolled at the Faculté Saint-Jean shall have the portions of their Students' Union fees not dedicated to a specific Students' Union reserve allocated as follows:

(a) in the case of students enrolled in at least three courses offered by faculties other than the Faculté Saint-Jean, 31% of the fee shall be forwarded to l'Association des Universitaires de la Faculté Saint-Jean and the remainder retained by the Students' Union; and

(b) in the case of all other students enrolled at the Faculté Saint-Jean, 74% of the fee shall be forwarded to l'Association des Universitaires de la Faculté Saint-Jean and the remainder retained by the Students' Union.

(11) Students enrolled at Augustana Faculty shall be assessed the base Students' Union fee at a rate equal to

(a) fifty percent of the fees assessed to part-time students for the 2005-2006 year, and

(b) one hundred percent of the fees assessed to part-time students thereafter.

Bill 27

Loans

8. Except as otherwise noted in Student Union bylaw, the Executive Committee has the exclusive authority to approve loans of Students' Union funds.

Contracts

9. A contract shall require the approval of Students' Council where

(a) the term of the contract exceeds one year;

(b) there are no means by which the Students' Union may cancel the contract on six months notice or less; and

(c) the contract requires of the Students' Union a financial commitment exceeding five thousand dollars in any one year or twenty-five thousand dollars in aggregate.

Bill 22

Signing Authority

10. All cheques and contracts must be signed by at least one of the Vice President (Operations and Finance) or the President.

Schedule to the Bylaw Respecting Students' Union Finances

Class A Fees				
<i>Reserve</i>	<i>Level</i>	<i>Indexing</i>	<i>Augustana</i>	
Student Involvement Endowment Fund	F: \$0.67 P: \$0.67 S: \$0.00	CPI	Yes	
Eugene L. Brody Fund	F: \$0.34 P: \$0.34 S: \$0.00	CPI	Yes	
Access Fund	F: \$14.24 P: \$14.24 S: \$6.25	Tuition	Yes	
Class B Fees				
<i>Reserve</i>	<i>Level</i>	<i>Indexing</i>	<i>Augustana</i>	<i>Joint Consent</i>
Refugee Student Fund	F: \$0.38 P: \$0.38 S: \$0.00	CPI	Yes	World University Service of Canada Refugee Student Sponsorship Committee
CJSR-FM88 Fund	F: \$1.69 P: \$0.61 S: \$0.00	CPI	No	First Alberta Campus Radio Association Board of Directors
Golden Bear and Panda Legacy Fund	F: \$3.38 P: \$3.38 S: \$0.00	CPI	No	University Athletics Board of the University of Alberta
Campus Recreation Enhancement Fund	F: \$3.15 P: \$3.15 S: \$3.15	CPI	No	Recreation Action Committee of the University of Alberta
Student Legal Services of Edmonton Fund	F: \$0.58 P: \$0.58 S: \$0.58	CPI	No	Student Legal Services of Edmonton Board of Directors
Alberta Public Interest Research Group Fund	F: \$2.73 P: \$1.36 S: \$0.00	CPI	No	Alberta Public Interest Research Group Board of Directors
Gateway Student Journalism Fund	F: \$2.69 P: \$1.35 S: \$0.00	CPI	No	Gateway Student Journalism Society Board of Directors

Reserve: This is the reserve to which the fee is allocated, in accordance with Section 7 (8) of The Bylaw Respecting Students' Union Finances.

Level: This indicates the level of the fee, in accordance with Section 7 (3) of the Bylaw Respecting Students' Union Finances. "F" indicates the fee payable by each full-time

student per Fall or Winter Term, “P” indicates the fee payable by each part-time students per Fall or Winter Term, and “S” indicates the fee payable by each student per Spring or Summer Term.

Indexing: This is the indexing provision of the fee. “CPI” denotes that the fee is indexed in accordance with Section 7 (7) of the Bylaw Respecting Students’ Union Finances.

“Tuition” denotes that the fee increases each year at the same rate as the increase in tuition and non-tuition fees charged by the University of Alberta.

Augustana: This indicates whether or not the fees are assessed to students at Augustana Faculty, in accordance with Section 7 (9) of the Bylaw Respecting Students’ Union Finances. “Yes” denotes that students at Augustana Faculty are assessed the fee at the same rate as all other undergraduate students. “No” denotes that this fee is not assessed to students at Augustana Faculty.

Joint Consent: This identifies the body which must consent to the amendment of the fee, as set out in Section 7 (6) of the Bylaw Respecting Students’ Union Finances.

Bylaw 6000
A Bylaw Respecting the Dedicated Fee Reserves

Definition

1. In this bylaw, “external dedicated fee recipient” means the Alberta Public Interest Research Group, the First Alberta Campus Radio Association, the Gateway Student Journalism Society, or Student Legal Services of Edmonton.

Conditions of Receipt

2. (1) In order for an external dedicated fee recipient to receive funds from the Students’ Union reserve dedicated to its support, it must
 - (a) include in its bylaws provision for the appointment to its Board of Directors of at least one member of Students’ Council elected by Students’ Council for that purpose, as a voting or non-voting member;
 - (b) provide to the Students’ Union Audit Committee
 - i. a budget illustrating how funds received from the Students’ Union reserve will be spent during the coming year,
 - ii. its audited financial statements from the previous fiscal year, and
 - iii. such other information as may be required by the Audit Committee to determine whether it is fulfilling its mandate under this bylaw; and
 - (c) be fulfilling its mandate under this bylaw.
- (2) No funds shall be disbursed to an external dedicated fee recipient from the Students’ Union reserve dedicated to its support until such time as the Students’ Union Audit Committee has approved this disbursal.
- (3) Where an external dedicated fee recipient is in compliance with the conditions set out in (1), the Audit Committee shall approve the disbursal of funds to that external dedicated fee recipient in a timely fashion.

Mandates

3. (1) The mandate of the Alberta Public Interest Research Group is
 - (a) to allow undergraduate students to work on public policy issues *through undergraduate directed research, education, and action initiatives;

PROPOSED

- (b) to develop, advertise, and implement a procedure by which undergraduate students wishing to have their contributions to the Alberta Public Interest Research Group fund refunded to them may do so; and
- (c) to develop and implement policy on
 - i. granting funds to undergraduate students to allow them to work on public-policy research, education, and action initiatives;
 - ii. an appeals process for undergraduate students pursuant to i.;
 - iii. addressing conflicts-of-interest; and
 - iv. ensuring proper expenditure of funds granted.
- (2) The mandate of the First Alberta Campus Radio Association is to operate an FM radio station that includes a University of Alberta focus.
- (3) The mandate of the Gateway Student Journalism Society is
 - (a) to publish at least fifteen issues of the *Gateway* during each Fall or Winter term;
 - (b) to offer advertising rates discounted by at least ten percent to the Students' Union and registered student groups;
 - (c) to develop, advertise, and implement actions to resolve complaints about the editorial policy of the *Gateway* and its staff; and
 - (d) to devote a portion of any budget surplus to providing scholarships for undergraduate students.
- (4) The mandate of Student Legal Services of Edmonton is to assist undergraduate students not enrolled in Augustana Faculty and members of Edmonton's low-income community with legal issues, free of charge.

The Access Fund

- 4. (1) Not more than five percent of the funds allocated to the Access Fund in any one year shall be spent on administrative purposes.
- (2) There shall be an Access Fund endowment, consisting of

PROPOSED

- (a) ten percent of the funds allocated to the Access Fund each year; and
- (b) all revenues generated from the investment of the Access Fund endowment.
- (3) During the first year in which revenues generated from the investment of the Access Fund endowment exceed those Students' Union fees allocated to the Access Fund, Students' Council shall review the existence of the fee dedicated to the Access Fund.
- (4) Every undergraduate student shall have the opportunity to receive a refund of the portion of his/her Students' Union fee dedicated to the Access Fund.
- (5) The portion of the Access Fund that is neither added to the endowment nor spent on administrative purposes shall be disbursed to undergraduate students in the form of needs-based bursaries.

The Student Involvement Endowment Fund

5. (1) The Student Involvement Endowment Fund is managed by an Awards Committee consisting of

- (a) the Vice President (Academic) or designate, as chair;
- (b) seven undergraduate students selected annually by Students' Council; and
- (c) a secretary, appointed by the chair, as a non-voting member.
- (2) The Awards Committee may establish, amend, eliminate, and award awards recognizing student involvement, such awards to be funded by the Student Involvement Endowment Fund and/or external sources, provided that
 - (a) not more than eight and one half percent of the balance of the Student Involvement Endowment Fund is spent in this fashion in any one year;
 - (b) no single award has a value greater than two thousand five hundred dollars;
 - (c) no award is awarded to a member of the Awards Committee;
 - (d) no monetary award is awarded to any person who is not an undergraduate student;

PROPOSED

- (e) no person receives more than one monetary award in a single year;
 - (f) no monetary award is awarded to a salaried employee of the Students' Union; and
 - (g) the Awards Committee awards all externally-funded awards delegated to it by the Executive Committee.
- (3) The Awards Committee may establish, amend, eliminate, and award awards recognizing outstanding undergraduate teaching at the University of Alberta.
- (4) The Awards Committee may establish such rules and procedures as may be necessary for the fulfillment of its mandate.
- (5) The Vice President (Academic) shall report all decisions of the Awards Committee to Students' Council.
- (6) Quorum of the Awards Committee is the chair and four additional voting members.

The Campus Recreation Enhancement Fund

6. (1) The Campus Recreation Enhancement Fund shall be distributed to undergraduate students, student groups, and for the purpose of ensuring that programs, equipment, and facilities offered by the University of Alberta's Campus Recreation remain of high quality, diverse, convenient, accessible, and affordable to undergraduate students not enrolled at Augustana Faculty.
- (2) Funds from the Campus Recreation Enhancement Fund shall not be used for
- (a) funding projects that are receiving other Students' Union funding;
 - (b) transportation;
 - (c) supplementing University of Alberta staff wages;
 - (d) awards; or
 - (e) volunteer appreciation.
- (3) Not more than one quarter of the funds available in the Campus Recreation Enhancement Fund in any one year shall be allocated to any one project or recipient.

PROPOSED

- (4) The Campus Recreation Enhancement Fund shall be allocated on an annual basis and shall not be allocated to commitments extending beyond one year from the time of granting.
- (5) Recipients of funding from the Campus Recreation Enhancement Fund shall be required to provide to the Students' Union receipts or other proof that the funds granted were used for the purposes for which they were intended.

The Eugene L. Brody Fund

7. The Eugene L. Brody Fund shall be distributed to federally-registered charitable organizations.

The Golden Bear and Panda Legacy Fund

8. (1) The Golden Bear and Panda Legacy Fund shall be distributed to University of Alberta varsity athletic teams and the Athletics Department for the purposes of
 - (a) saving and stabilizing varsity athletic teams; and
 - (b) the promotion of varsity athletics.
- (2) Recipients of funding from the Golden Bear and Panda Legacy Fund shall be required to provide to the Students' Union receipts or other proof that the funds granted were used for the purposes for which they were intended.

The Refugee Student Fund

9. (1) The Refugee Student Fund shall be used for the support of four undergraduate refugee students at the University of Alberta selected by the World University Service of Canada Refugee Student Sponsorship Committee and consisting of
 - (a) one refugee student in his/her first year of study;
 - (b) one refugee student in his/her second year of study;
 - (c) one refugee student in his/her third year of study; and
 - (d) one refugee student in his/her fourth year of study.
- (2) Not more than three percent of the funds available in the Refugee Student Fund in any one year shall be used for administrative purposes.
- (3) Sixty-six percent of the Fund's annual revenues shall be disbursed to the refugee student in his/her first year of study.

PROPOSED

- (4) Sixteen percent of the Fund's annual revenues shall be disbursed to the refugee student in his/her second year of study.
- (5) Seven percent of the Fund's annual revenues shall be disbursed to the refugee student in his/her third year of study.
- (6) Six percent of the Fund's annual revenues shall be disbursed to the refugee student in his/her fourth year of study.

Bylaw 6100
~~A Bylaw Respecting the Access Fund of the University of Alberta~~

- ~~1. This bylaw may be referred to as the "Access Fund Bylaw."~~
- ~~2. For the purposes of this bylaw:
 - ~~a. the "Fund" shall be the Access Fund, as set out in Article VIII of the Students' Union Constitution;~~
 - ~~b. an "administrative purpose" shall be any purpose not directly contributing to easing the financial burden faced by students through bursaries;~~
 - ~~c. a "member" shall be a member of the Students' Union, as set out in Article I of the Constitution of the Students' Union.~~~~
- ~~3. This bylaw shall govern the collection, administration, refund, and granting of the Fund, as set out in Article VIII of the Students' Union Constitution and by a referendum carried March 8 and 9 1995, the wording of which was "Do you support the University of Alberta Students' Union's (SU) establishment of an ACCESS FUND to provide financial need based bursaries subject to the following four (4) conditions: 1. An increase in the SU Fee of \$10.00/term for Fall/Winter semesters, and \$5.00/term for Spring/Summer (Intersession) semesters. 2. Students shall be able to opt out of this fee after the fact, for philosophical or financial reasons. 3. The fee shall be indexed to the percentage increase in tuition and non-tuition fees charged by the University of Alberta. 4. The attached bylaw shall be adopted by the SU to regulate the administration of the Access Fund."~~
- ~~4. Any member shall have the opportunity to have the portion of his/her Students' Union fee dedicated to the Fund refunded to him/her.~~
- ~~5. In any given year, not more than five percent (5%) of the monies allocated to the Fund during that year shall be used for administrative purposes.~~
- ~~6. Ten percent (10%) of the monies allocated to the Fund during each year shall be retained in an endowment fund.~~
- ~~7. Interest revenues from the endowment shall be added to the endowment.~~
- ~~8. During the first year during which interest from the endowment exceed the total Students' Union fees allocated to the Fund during that year, the Access Fund Committee shall review the existence of the Fund and shall issue a recommendation to Students' Council.~~

~~9. The portion of the Fund not used for administrative purposes or added to the endowment shall be disbursed to qualified students.~~

Jan 11/05 – Implemented May 1/05
Aug 17/04 (IRB)
Apr 30/03

Bylaw 6150
~~A Bylaw Respecting Awards~~

- ~~1. There shall be an Awards Committee composed of
 - a. the Vice President (Academic) or designate, as chair;
 - b. seven undergraduate students of the University of Alberta selected annually by Students' Council; and
 - c. a secretary appointed by the chair, as a non-voting member.~~
- ~~2. The Awards Committee may establish, amend, eliminate, and award awards recognizing student involvement to be funded by the Student Involvement Endowment Fund and/or external sources, provided that
 - a. not more than eight and one half percent of the balance of the Student Involvement Endowment Fund is awarded in any given year;
 - b. no single award exceeds two thousand five hundred dollars;
 - c. no award is awarded to a member of the Awards Committee;
 - d. no monetary award is awarded to any person who is not an undergraduate student of the University of Alberta;
 - e. no person receives more than one monetary award in a single year;
 - f. no monetary award is awarded to a salaried employee of the Students' Union; and
 - g. the Awards Committee awards all externally funded awards delegated to it by the Executive Committee.~~
- ~~3. The Awards Committee may establish and award non-monetary awards to recognize outstanding undergraduate teaching at the University of Alberta.~~
- ~~4. The Awards Committee shall establish such rules and procedures as may be necessary for its proper functioning and the fulfillment of its mandate.~~
- ~~5. The Vice President (Academic) shall report all rules, procedures, changes to awards, and award recipients to Students' Council.~~
- ~~6. Quorum of the Awards Committee is the chair and four additional voting members.~~

PROPOSED

Bylaw 6200

~~A Bylaw Respecting the Campus Recreation Enhancement Fund~~

Short Title

1. ~~— This Bylaw may be referred to as the "Campus Recreation Enhancement Fund Bylaw."~~

Start-up

2. ~~— In this Bylaw:
 - a. ~~"CREF" means the Campus Recreation Enhancement Fund.~~
 - b. ~~The amount of the "CREF" will be based on a Two Dollar and Fifty (\$2.50) Cents per term, including inter-session, portion of the Students' Union fee, which is indexed to inflation.~~
 - c. ~~"RAC" means the Recreation Action Committee.~~~~

Mandate

3. ~~— Funds from CREF will be administered and allocated on the basis of need and according to the following principles:
 - a. ~~Requests for funds will only be considered upon receipt of an application.~~
 - b. ~~All requested material and information must be submitted to CREF in order for the application to be considered.~~
 - c. ~~Any Students' Union member or student group can apply to the Grant Allocation Committee for funding.~~
 - d. ~~Only Campus Recreation related programs, equipment, and facilities or activities that enhance campus recreation can be funded.~~
 - e. ~~The applicant cannot receive funding from CREF if they have already received Students' Union Funding for the same project.~~
 - f. ~~The goal of applications must be to help ensure that the high quality of Campus Recreation programs, equipment, and facilities remain diverse, convenient, accessible, equitable, and affordable to all Students' Union members at the University of Alberta.~~~~

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Aug 17/04 (IRB)
Apr 30/03
May 7/01
May 1/01
Feb 06/01

- ~~g. Organizations receiving funding will provide adequate recognition of CREF's contribution to their activity or activities, and in exchange for the funding received, will provide direct and tangible benefits to students.~~
- 4. ~~CREF will not allocate funding for:~~
 - ~~a. transportation;~~
 - ~~b. multi-year requests;~~
 - ~~c. supplementing U of A staff wages;~~
 - ~~d. awards or volunteer appreciation;~~
 - ~~e. requests that exceed 25% of the total funds available for CREF to grant.~~

Jan 11/05 – Implemented May 1/05
Aug 17/04 (IRB)
Apr 30/03
May 7/01
May 1/01
Feb 06/01

PROPOSED

~~Bylaw 6250~~
~~A Bylaw Respecting the Eugene L. Brody Fund~~

Short Title

- ~~1. a. This Bylaw may be referred to as the “Eugene L. Brody Fund Bylaw”.~~
- ~~b. For the purposes of the Government of Canada, Revenue and Taxation, the name of the organization created herein will be “The Eugene L. Brody Fund”.~~

Mandate

- ~~2. a. The purpose of this fund is to fund and sponsor projects of a charitable nature on behalf of the Students’ Union.~~
- ~~b. Projects may be of a local, national, or international character.~~
- ~~c. Groups receiving funding from the fund will comply with Paragraphs 110(1)(a) and (b) of the Income Tax Act.~~
- ~~3. a. This fund is raised by means of an annual fifty-six (\$0.56) cent charge per Students’ Union member, which is subject to Students' Union Fee Indexing.~~
- ~~b. Any surplus will be carried over into the next fiscal year.~~

Jan 11/05 – Implemented May 1/05
Aug 17/04 (IRB)
May 7/01
Aug 20/96
Sept 29/93
May 31/88

PROPOSED

Bylaw 6300
~~A Bylaw Respecting the First Alberta Campus Radio Association~~

Short Title

1. ~~This Bylaw may be referred to as the “First Alberta Campus Radio Association Bylaw.”~~

Definitions

2. ~~a. Throughout this Bylaw, FACRA will mean the First Alberta Campus Radio Association.~~
3. ~~A student will be defined as an undergraduate student of the University of Alberta.~~

Mandate

4. ~~This bylaw exists to manage the disbursement of a levy approved by the members of the University of Alberta Students’ Union on March 9 and 10 1989 in a binding referendum, which was held in accordance with the bylaws and constitution of the Students’ Union and is collected under the authority granted to the Students’ Union in the Universities Act.~~
5. ~~The question approved in the referendum was: “Do you support allocating \$1.25 per term of your Students’ Union fees as the total annual Students’ Union financial grant to CJSR-FM88?”~~
6. ~~This levy will be collected in accordance with Article VIII, Section 3, Subsection b “Pursuant to a Referendum passed on 9 and 10 March 1989, the sum of One Dollar and Fifty Cents (\$1.50) per Fall or Winter Term from each full-time student’s Students’ Union fees, and Fifty-Four Cents (\$0.54) per Fall or Winter Term from each part-time student’s Students’ Union fees will be allocated to the CJSR-FM88 Fund.~~
7. ~~These amounts are to be indexed to the CPI in accordance with Article VIII, Section 4a of the Students’ Union Constitution.~~

Composition

8. ~~The FACRA Board will include:~~
 - a. ~~The Vice President (Operations and Finance)~~

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- ~~b. One (1) Councillor, as selected by Students' Council~~
- ~~c. At least two (2) Students at Large, as selected by the FACRA Board~~
- ~~d. Undergraduate students comprising not less than one third (1/3) of its total membership~~

Conduct of Business

~~9. The FACRA organizational and operations structure will be laid out in the FACRA Constitution and Bylaws as approved by the FACRA Board and forwarded to Students' Council for information. This document shall include provisions for:~~

- ~~a. Meetings of the FACRA Board~~
- ~~b. Notice of FACRA Board meetings~~
- ~~c. Quorum at FACRA Board meetings~~
- ~~d. Officer selection~~
- ~~e. Officer duties~~
- ~~f. Proxy~~
- ~~g. Dismissal of FACRA Board members~~

Powers and Responsibilities

~~10. FACRA will:~~

- ~~a. Operate an FM radio station which includes a University of Alberta focus;~~
- ~~b. recommend changes in this Bylaw and Students' Union policies as needed to Students' Council.~~

~~11. The Students' Union will:~~

- ~~a. collect the levy for each of the Fall and Winter terms;~~
- ~~b. deduct expenses agreed upon by FACRA in a Memorandum of Understanding;~~

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- c. ~~provide FACRA with the remaining levy funds in a timely manner, except under those conditions prescribed in Section 14; and~~
- d. ~~ensure that an annual audit is performed as per Section 12 of this Bylaw~~

Accounting

- 12. ~~In order to ensure that the Students' Union can reasonably exercise its fiscal and fiduciary duties FACRA will maintain financial records in accordance with Generally Accepted Accounting Principles; this will include, but not be limited to, having all financial records relating to those funds collected by the Students' Union audited on an annual basis by either the Students' Union auditor or an auditor approved by Students' Council.~~
- 13. ~~By July 31 of each year, FACRA will report to the Students' Union on:~~
 - a. ~~the budgeted for the coming year of those funds collected by the Students' Union and subsequently disbursed to FACRA; and~~
 - b. ~~any unbudgeted expenditures made during the previous year of those funds collected by the Students' Union and subsequently disbursed to FACRA;~~
- 14. ~~The Students' Union shall withhold the CJSR-FM88 Fund if, and only if:~~
 - a. ~~FACRA is not meeting its obligations as outlined in Section 10; or~~
 - b. ~~those funds collected by the Students' Union and subsequently disbursed to FACRA are not being spent in a manner which contributes to the meeting of these obligations.~~

Jan 11/05 – Implemented May 1/05
Aug 17/04 (IRB)
Jul 23/02

PROPOSED

Bylaw 6350
~~A Bylaw Respecting the Legacy Fund of the Students' Union~~

Short Title

1. ~~This Bylaw may be referred to as the "Legacy Fund Bylaw".~~
 - i. ~~The Committee does not fall under the jurisdiction of Bylaw 2200, Section 12, Paragraph j.~~

Start-up

- a. ~~The amount of the "Fund" will be based on a Two Dollar and Fifty (\$2.50) Cents per semester per student portion of the Students' Union fee.~~

Mandate and Memorandum of Agreement

2. ~~A memorandum of Understanding will exist between the Students' Union and the University Athletic Board outlining the roles of each party in the management of the Fund and the funding principles, reporting mechanisms, and the historical intent of the Fund.~~

Conduct of Business

3. ~~Monies from the Fund will be administered and allocated on the basis of need and according to the following principles:~~
 - a. ~~Operating funding will be available for the purposes of saving and stabilizing varsity teams.~~
 - b. ~~Project funding will be available to Students' Union recognized student groups and varsity teams for activities that promote inter-university athletics.~~
 - c. ~~Any organization receiving funding will be responsible for preparing and submitting a written financial report.~~
 - d. ~~Organizations receiving funding will provide adequate recognition of the Fund's contribution to their activity or activities, and in exchange for the funding received, will provide direct and tangible benefits to students.~~

Jan 11/05 – Implemented May 1/05
May 7/01
Nov. 14/96
Apr 10/91

Bylaw 6400
~~A Bylaw Respecting the Refugee Student Fund~~

Short Title

1. ~~— This Bylaw may be referred to as the “Refugee Student Fund Bylaw”.~~
2. ~~— Throughout this Bylaw:
 - a. ~~— “WUSC” shall mean World University Service of Canada;~~
 - b. ~~— “Committee” shall mean the World University Service of Canada Refugee Student Sponsorship Committee.~~
 - c. ~~— “Fund” shall mean the Refugee Student Fund.”~~~~

Mandate

- ~~— 3. a. The fund will only sponsor 4 four refugee students at one time, and these students must be registered and attending the University.~~

Finances

4. ~~a. Funds for refugee sponsorship shall be collected pursuant to Article VIII, Section 3 of the Constitution.~~
- ~~b. The Committee shall be allotted 3% of the total fund for various administrative duties throughout the year.~~
- ~~c. 2% of the Fund shall be retained in a Contingency Fund.~~
- ~~d. During their 4 year tenure, each WUSC student shall receive the total amount collected by referenda during their first year of sponsorship, minus the various costs associated with 8b and 8c. Specifically, this amount shall be disbursed as follows (rounded to the nearest dollar):~~

~~Year 1: 66% of total fund, from which the student shall receive 6.5%/month for the first 6 months and 4.5%/month for the last six months.~~

- ~~— Year 2: 16% of total fund,~~
- ~~— Year 3: 7% of total fund,~~

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Aug 17/04 (IRB)

April 30/03

June 18/02 (IRB)

May 7/01

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6400 (2)

~~—————Year 4: 6% of total fund.~~

- ~~e. The Contingency Fund shall be used to provide for needs of refugee students beyond those provided for by the regular funding.~~

Dismissal

- ~~5. a. In the Event that a WUSC student is no longer able to continue their studies, future payments shall be forfeited back to the WUSC account.~~

Jan 11/05 – Implemented May 1/05

Aug 17/04 (IRB)

April 30/03

June 18/02 (IRB)

May 7/01

May 31/88

PROPOSED

Bylaw 6500
~~A Bylaw Respecting the Student Legal Services of Edmonton Fund~~

Short Title

1. — This Bylaw may be referred to as the “Student Legal Services of Edmonton Bylaw”.

Background

2. — This Bylaw is a consequence of a question posed to the student body of the University of Alberta on March 4 & 5 1998 in the form of a binding referendum and agreed to by that student body, namely, “Would you be willing to contribute \$0.50 per term to Student Legal Services of Edmonton (a free legal clinic operated by law students) so they may continue to provide free legal assistance and public legal education to students of the University of Alberta and the community at large?”

Advancement

3. — The Students’ Union shall levy, and collect through the office of the Registrar, a fee of fifty cents (\$0.50) on each undergraduate full-time and part-time student enrolled at the University of Alberta, during each of the Fall and Winter sessions of the University of Alberta, and such fees shall be advanced to Student Legal Services of Edmonton by the Students’ Union pursuant to this bylaw.
4. — Student Legal Services of Edmonton shall, throughout the term of the said levy, continue to provide free legal assistance and information to students of the University of Alberta and members of the low income community who meet the Student Legal Services of Edmonton income guidelines as set forth in the Student Legal Services of Edmonton Policy Manual.

Use of Fees

5. — The use by Student Legal Services of Edmonton of the fees advanced to it under paragraph 3 shall comply with the following:
 - a. — first consideration for the use of the fees shall be to contribute to programs and activities that benefit students of the University of Alberta and members of the low income community who meet the income guidelines of Student Legal Services;
 - b. — subject to subparagraph (a), the fees shall contribute to the general operating funds of Student Legal Services of Edmonton as deemed necessary and appropriate by Student Legal Services of Edmonton acting reasonably and in good faith; and
 - c. — in all cases, the use of the fees shall be consistent with the mission statement, bylaws and policies of Student Legal Services of Edmonton as well as the referendum question referred to in paragraph 2.

Schedule of Advancement

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May 7/01

6. ~~Subject to section 7, the advancement of fees under paragraph 3 shall occur:~~
- a. ~~on or before the last day of October of each school year;~~
 - b. ~~on or before the last day of February of each school year; and~~
 - c. ~~on or before the last day of May of each school year.~~

Withholding Levy

7. ~~Fees may only be withheld by the Students' Union:~~
- a. ~~on a finding of any two members of the Student Legal Services of Edmonton Student Levy Subcommittee that Student Legal Services of Edmonton used or is using fees advanced to it under paragraph 3 in a manner contrary to section 5; or~~
 - b. ~~upon the dissolution of Student Legal Services.~~

Written Response

8. ~~In the event of a finding referred to in section 7, Student Legal Services of Edmonton shall, within fifteen (15) days of the finding, submit a detailed written response to Students' Council, which will hear it at the next Council meeting.~~

Dispute

9. ~~The Students' Council shall consider a written response submitted to it under section 8, and shall by majority vote decide whether it is satisfied with the written response. In the event that:~~
- a. ~~Council is satisfied with the written response, it shall direct the Students' Union to cease the withholding pursuant to section 7, and the Students' Union shall do so; or,~~
 - b. ~~Council is not satisfied with the written response and Student Legal Services of Edmonton is of the opinion the withholding is wrongful, Student Legal Services may pursue all avenues of appeal or review available to it, including mediation or arbitration.~~
10. ~~The cost of the mediation or arbitration, including the mediator or arbitrator's fee, shall be split equally between the parties.~~

Amendment

11. ~~Any proposed amendments to this bylaw shall be done in consultation with Student Legal Services of Edmonton.~~

PROPOSED

Bylaw 6550
~~A Bylaw Respecting the Alberta Public Interest Research Group~~

Short Title

1. ~~This Bylaw may be referred to as the “Alberta Public Interest Research Group” Bylaw.~~

Definitions

2. ~~For the purposes of this bylaw:
 - a. ~~the “A.P.I.R.G.” shall be the Alberta Public Interest Research Group, a society duly incorporated under the laws of the Province of Alberta;~~
 - b. ~~a “member” shall be a member of the Students’ Union as set out in Article I of the Students’ Union Constitution;~~
 - c. ~~the “University” shall be the University of Alberta;~~
 - d. ~~the “Board” shall be the board of directors of the A.P.I.R.G.; and~~
 - e. ~~the “Fund” shall be the A.P.I.R.G. Fund.~~~~

Mandate

3. ~~This bylaw shall manage the disbursement of the Fund, as set out in Article VIII of the Students’ Union Constitution and by a referendum carried March 7 and 8 2001, the wording of which was “Do you support the establishment of an Alberta Public Interest Research Group (APIRG) that will: allow students to work on public policy issues through student-directed research, education and action initiatives; operate a fund approximately \$125,000 per year, subject to the following conditions: an increase in Students’ Union fees (Article VIII s. 3 of the Constitution) of \$2.50 per Full-Time Student and \$1.25 per Part-Time Student for each of the Fall and Winter Terms; Students who do not support APIRG shall be able to opt out and obtain a full refund of the dedicated fee. The results of this referendum will be binding on the Students’ Union as per Article V s. 2 of the Students’ Union Constitution.”~~
4. ~~The Students’ Union shall disburse the Fund to the A.P.I.R.G. where:
 - a. ~~the Board’s voting membership is composed entirely of members;~~
 - b. ~~the A.P.I.R.G.’s bylaws allow for the appointment, by the Students’ Union, of one (1) voting member of Students’ Council to the Board as a voting member;~~~~

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- ~~e. the A.P.I.R.G.'s bylaws allow for the appointment, by the Students' Union, of one (1) voting member of the Executive Committee of the Students' Union to the Board as a voting member;~~
- ~~d. the A.P.I.R.G. has, during the preceding year, had its books audited by a professional accountant;~~
- ~~e. the A.P.I.R.G. has developed, advertised, and implemented a procedure to allow members to be refunded the portion of their fees dedicated to the Fund;~~
- ~~f. the A.P.I.R.G. has spent the funds disbursed to it during the preceding year in a fashion consistent with the question posed in the referendum, as set out in Section 3, and is projecting to do the same with the funds disbursed to it during the coming year; and~~
- ~~g. the A.P.I.R.G. has developed and implemented policies on:
 - ~~i. granting funds to members to allow them to work on research, education, and action initiatives;~~
 - ~~ii. an appeals process for members pursuant to i;~~
 - ~~iii. dealing with conflicts of interest; and~~
 - ~~iv. ensuring proper expenditure of the funds granted as set out in i.~~~~

Jan 11/05 – Implemented May 1/05
Aug 17/04 (IRB)
Apr 8/03
Anr 9/02

PROPOSED

~~—Bylaw 6600
A Bylaw Respecting the Gateway Journalism Society~~

Short Title

1. ~~— This Bylaw may be referred to as the “Gateway Journalism Society Bylaw.”~~

Definitions

2. ~~— Throughout this Bylaw, GJS will mean the Gateway Journalism Society.~~
3. ~~— A student will be defined as an undergraduate student of the University of Alberta.~~
4. ~~— The Gateway shall mean the Official Student Newspaper as defined in Section 3 of Bylaw 7150, published by the GJS.~~
5. ~~— Student at Large shall mean any student who has not, at any time during the previous two (2) years:
 - a. ~~— sat as a member of Students’ Council, the University of Alberta Board of Governors, the University of Alberta General Faculties Council, or the University of Alberta Senate;~~
 - b. ~~— been a member of the Gateway Journalism Society; or~~
 - c. ~~— been a paid employee of the Gateway Journalism Society.~~~~

Mandate

6. ~~— This bylaw exists to manage the disbursement of a levy approved by the members of the University of Alberta Students’ Union on March 6 and 7 2002 in a binding referendum, which was held in accordance with the bylaws and constitution of the Students’ Union and is collected under the authority granted to the Students’ Union in the Universities Act.~~
7. ~~— The question approved in the referendum was: “Do you support the creation of a student run newspaper that is not owned by the Students’ Union and that is self-governed that will: (1) Have a University of Alberta focus?; (2) Retain the use of the name Gateway?; (3) Receive approximately \$125,000.00 per year collected directly from undergraduate students through an increase in the Students’ Union fees (Article VIII s. 3 of the Constitution) of \$2.50 per full time student and \$1.25 per part time student for each of the Fall and Winter terms?; (4) Offer discounted advertising rates to student groups, including the Students’ Union?; (5) Contribute a portion of any budgetary surplus to a scholarship for University of Alberta undergraduate students?; (6) Retain the right to distribute the newspaper in SUB?; (7) Enter into binding arbitration, to be completed by July 1, 2002, with the Students’ Union regarding (a) the transfer of assets that are predominantly and currently used by the Gateway?; (b)~~

Jan 11/05 – Implemented May 1/05
Aug 17/04 (IRB)
Jun 11/07

The space and rent arrangements of the newspaper?; (8) Be lent these assets until such a time as binding arbitration is completed and implemented?

8. ~~This levy will be collected in accordance with Article VIII, Section 3, Subsection k “Pursuant to a Referendum passed on March 6 and 7 2002, the sum of Two Dollars and Fifty Cents (\$2.50) per full-time student for each of the Fall and Winter terms; and One Dollar and Twenty Five Cents (\$1.25) per part-time student for each of the Fall and Winter Terms from each of the full-time and part-time student’s Students’ Union fees will be allocated to the Gateway Journalism Fund.”~~
9. ~~These amounts are to be indexed to the CPI in accordance with Article VIII, Section 4a of the Students’ Union Constitution.~~

Composition

10. ~~The GJS Board will be composed of:~~
- a. ~~three (3) representatives of the Gateway Journalism Society, as selected by the membership of the Gateway Journalism Society.~~
 - b. ~~one (1) Students’ Union Councillor as selected by Students’ Council.~~
 - c. ~~the Students’ Union Vice President (Operations and Finance).~~
 - d. ~~two (2) Students at Large, as selected by the GJS Board.~~

Conduct of Business

11. ~~The GJS organizational and operations structure will be laid out in the GJS Constitution and Bylaws as approved by the GJS Board and forwarded to Students’ Council for information. This document shall include provisions for:~~
- a. ~~Meetings of the GJS Board~~
 - b. ~~Notice of GJS Board meetings~~
 - c. ~~Quorum at GJS Board meetings~~
 - d. ~~Officer selection~~
 - e. ~~Officer duties~~
 - f. ~~Proxy~~
 - g. ~~Dismissal of GJS Board members~~
12. ~~The GJS Board holds office from 1 May to 30 April.~~

Powers and Responsibilities

13. — The GJS will:

- a. — publish the Gateway at least ten times during each of the Fall and Winter terms;
- b. — develop, follow, and advertise a procedure to resolve complaints about the editorial practices of the Gateway and its staff;
- c. — offer discounted advertising rates to the Students' Union and to any group recognized as a student group under Bylaw 8700; and
- d. — recommend changes in this Bylaw and Students' Union policies as needed to Students' Council.

14. — The Students' Union will:

- a. — collect the levy for each of the Fall and Winter terms;
- b. — deduct expenses agreed upon by the GJS in a Memorandum of Understanding;
- c. — provide the GJS with the remaining levy funds in a timely manner, except under those conditions prescribed in Section 17; and
- d. — ensure that an annual audit is performed as per Section 15 of this Bylaw.

Accounting

15. — In order to ensure that the Students' Union can reasonably exercise its fiscal and fiduciary duties the GJS will maintain financial records in accordance with Generally Accepted Accounting Principles; this will include, but not be limited to, having all financial records relating to those funds collected by the Students' Union audited on an annual basis by either the Students' Union auditor or an auditor approved by Students' Council.

16. — By July 31 of each year, the GJS will report to the Students' Union on:

- a. — the budgeted expenditures for the coming year of those funds collected by the Students' Union and subsequently disbursed to the GJS; and
- b. — any unbudgeted expenditures made during the previous year of those funds collected by the Students' Union and subsequently disbursed to the GJS;

17. — The Students' Union shall withhold the Gateway Student Journalism Fund if, and only if,

- a. ~~the GJS is not meeting its obligations as outlined in Section 13; or~~
- b. ~~those funds collected by the Students' Union and subsequently disbursed to the GJS are not being spent in a manner which contributes to the meeting of these obligations.~~

Bill #26 – Constitutional Repeal

Principles

1. That all remaining substantive law contained in constitutional articles not otherwise being rescinded or transferred with other motions be transferred to bylaw.

Bylaw 3000 Adopted

Bylaw 3100 Adopted

Bylaw 3000
A Bylaw Respecting Students' Union Finances

Fiscal Year

1. The fiscal year of the Students' Union lasts from May 1 until the following April 30.

Audit

2. (1) The Students' Union's financial statements shall be audited annually by a qualified accountant.
- (2) Students' Council shall approve each fiscal year's audited financial statements before the conclusion of the ensuing fiscal year.

Reserves

3. (1) Students' Union reserves are
 - (a) the General Operations Reserve,
 - (b) the Capital Equipment Reserve,
 - (c) the Building Reserve,
 - (d) the Sponsorship Reserve,
 - (e) the Student Refugee Fund,
 - (f) the CJSR-FM88 Fund,
 - (g) the Student Involvement Endowment Fund,
 - (h) the Eugene L. Brody Fund,
 - (i) the Golden Bear and Panda Legacy Fund,
 - (j) the Campus Recreation Enhancement Fund,
 - (k) the Access Fund,
 - (l) the Student Legal Services of Edmonton Fund,
 - (m) the Alberta Public Interest Research Group Fund, and
 - (n) the Gateway Student Journalism Fund.



PROPOSED

- (2) The General Operations Reserve shall be used for the operations of the Students' Union as provided for in the operating budget.
- (3) The Capital Equipment Reserve shall be used for the purchase and replacement of Students' Union capital equipment.
- (4) The Building Reserve shall be used for the enhancement of facilities controlled by the Students' Union.
- (5) The Sponsorship Reserve shall be used for the support of such Students' Union activities as may be identified in the operating budget as requiring sponsorship support.
- (6) The Student Refugee Fund shall be used for the support of those students selected as participants in the World University Service of Canada Student Refugee Sponsorship Program.
- (7) The CJSR-FM88 Fund shall be used for the support of the First Alberta Campus Radio Association.
- (8) The Student Involvement Endowment Fund shall be used for the support of the awards provided by the Awards Committee.
- (9) The Eugene L. Brody Fund shall be used for charitable purposes.
- (10) The Golden Bear and Panda Legacy Fund shall be used for the support of University of Alberta varsity athletics.
- (11) The Campus Recreation Enhancement Fund shall be used for the support of University of Alberta Campus Recreation programs.
- (12) The Access Fund shall be used for the support of undergraduate University of Alberta students requiring financial assistance.
- (13) The Student Legal Services of Edmonton Fund shall be used for the support of Student Legal Services of Edmonton.
- (14) The Alberta Public Interest Research Group Fund shall be used for the support of the Alberta Public Interest Research Group.
- (15) The Gateway Student Journalism Fund shall be used for the support of the Gateway Student Journalism Society.
- (16) Except as otherwise provided in Students' Union bylaw, Students' Council retains the sole authority to transfer or spend money in a Students' Union reserve.

Form of Operating Budget

- 4. (1) The Students' Union's operating budget shall take the form of the level of revenue and expenditure for each Students' Union operational unit.
- (2) The Students' Union operating budget shall include an allocation of not less than sixty thousand dollars per year, designated the Projects Allocation, to be used for projects that may arise over the course of the fiscal year.
- (3) The Students' Union's operating budget shall include an allocation of thirty thousand dollars per year, designated the Contingency Allocation, to be used for vital and unforeseen expenditures that may arise over the course of the fiscal year.
- (4) Except as otherwise provided for by Students' Union legislation, no person has the authority to make any expenditure of Students' Union funds or to seek actively to raise any revenue not contemplated in the operating budget.

Allocation Spending Authority

- 5. (1) Students' Council has the authority to approve expenditures from the Projects Allocation.
- (2) The Executive Committee has the authority to approve expenditures from the Projects Allocation of not more than one thousand dollars for any single purpose.
- (3) The Executive Committee has the exclusive authority to approve expenditures from the Contingency Allocation.

Budget Process

- 6 (1) The Executive Committee shall submit or cause to be submitted a proposed net profit or loss for each operational unit to the Budget and Finance Committee not later than February 1 of each year.
- (2) The Budget and Finance Committee shall recommend a net profit or loss for each operational unit to the Students' Council not later than March 1 of each year.
- (3) Students' Council shall approve a net profit or loss for each operational unit not later than March 15 of each year.
- (4) The Executive Committee shall submit or cause to be submitted a final operating and capital budget reflecting the net profit or loss approved by

PROPOSED

Bill 22

Council to the Budget and Finance Committee not later than March 31 of each year.

(5) The Budget and Finance Committee shall recommend a final operating and capital budget to Students' Council not later than April 15 of each year.

(6) Students' Council shall approve a final operating and capital budget not later than April 30 of each year.

Fees

7. (1) The Students' Union's operating budget shall include the level of the base Students' Union membership fee.

(2) The base Students' Union membership fee shall not fluctuate by more than fifteen percent from year to year

(3) In addition to the base Students' Union membership fee, the Speaker of Students' Council shall maintain a schedule of dedicated fees to be collected.

(4) The fees on the schedule shall be divided into Class A Fees and Class B Fees.

(5) Class A Fees may be amended or abolished only by

(a) Students' Council, or

(b) referendum.

(6) Class B Fees may be amended or abolished only by

(a) a joint resolution of Students' Council and one other body, specified in the schedule; or

(b) referendum.

(7) Unless otherwise specified in the schedule, all fees in the schedule increase annually at a rate equal to the Consumer Price Index for the province of Alberta.

(8) Each fee listed on the schedule shall be allocated to a reserve specified in the schedule.

(9) the schedule shall stipulate whether each fee is payable by students enrolled at Augustana Faculty

Bill 25

Bill 26

PROPOSED

Bill 26

(10) Full-time students enrolled at the Faculté Saint-Jean shall have the portions of their Students' Union fees not dedicated to a specific Students' Union reserve allocated as follows:

(a) in the case of students enrolled in at least three courses offered by faculties other than the Faculté Saint-Jean, 31% of the fee shall be forwarded to l'Association des Universitaires de la Faculté Saint-Jean and the remainder retained by the Students' Union; and

(b) in the case of all other students enrolled at the Faculté Saint-Jean, 74% of the fee shall be forwarded to l'Association des Universitaires de la Faculté Saint-Jean and the remainder retained by the Students' Union.

Bill 27

(11) Students enrolled at Augustana Faculty shall be assessed the base Students' Union fee at a rate equal to

(a) fifty percent of the fees assessed to part-time students for the 2005-2006 year, and

(b) one hundred percent of the fees assessed to part-time students thereafter.

Loans

8. Except as otherwise noted in Student Union bylaw, the Executive Committee has the exclusive authority to approve loans of Students' Union funds.

Contracts

9. A contract shall require the approval of Students' Council where

(a) the term of the contract exceeds one year;

(b) there are no means by which the Students' Union may cancel the contract on six months notice or less; and

(c) the contract requires of the Students' Union a financial commitment exceeding five thousand dollars in any one year or twenty-five thousand dollars in aggregate.

Bill 22

Signing Authority

10. All cheques and contracts must be signed by at least one of the Vice President (Operations and Finance) or the President.

Schedule to the Bylaw Respecting Students' Union Finances

Class A Fees				
<i>Reserve</i>	<i>Level</i>	<i>Indexing</i>	<i>Augustana</i>	
Student Involvement Endowment Fund	F: \$0.67 P: \$0.67 S: \$0.00	CPI	Yes	
Eugene L. Brody Fund	F: \$0.34 P: \$0.34 S: \$0.00	CPI	Yes	
Access Fund	F: \$14.24 P: \$14.24 S: \$6.25	Tuition	Yes	
Class B Fees				
<i>Reserve</i>	<i>Level</i>	<i>Indexing</i>	<i>Augustana</i>	<i>Joint Consent</i>
Refugee Student Fund	F: \$0.38 P: \$0.38 S: \$0.00	CPI	Yes	World University Service of Canada Refugee Student Sponsorship Committee
CJSR-FM88 Fund	F: \$1.69 P: \$0.61 S: \$0.00	CPI	No	First Alberta Campus Radio Association Board of Directors
Golden Bear and Panda Legacy Fund	F: \$3.38 P: \$3.38 S: \$0.00	CPI	No	University Athletics Board of the University of Alberta
Campus Recreation Enhancement Fund	F: \$3.15 P: \$3.15 S: \$3.15	CPI	No	Recreation Action Committee of the University of Alberta
Student Legal Services of Edmonton Fund	F: \$0.58 P: \$0.58 S: \$0.58	CPI	No	Student Legal Services of Edmonton Board of Directors
Alberta Public Interest Research Group Fund	F: \$2.73 P: \$1.36 S: \$0.00	CPI	No	Alberta Public Interest Research Group Board of Directors
Gateway Student Journalism Fund	F: \$2.69 P: \$1.35 S: \$0.00	CPI	No	Gateway Student Journalism Society Board of Directors

Reserve: This is the reserve to which the fee is allocated, in accordance with Section 7 (8) of The Bylaw Respecting Students' Union Finances.

Level: This indicates the level of the fee, in accordance with Section 7 (3) of the Bylaw Respecting Students' Union Finances. "F" indicates the fee payable by each full-time

student per Fall or Winter Term, “P” indicates the fee payable by each part-time students per Fall or Winter Term, and “S” indicates the fee payable by each student per Spring or Summer Term.

Indexing: This is the indexing provision of the fee. “CPI” denotes that the fee is indexed in accordance with Section 7 (7) of the Bylaw Respecting Students’ Union Finances. “Tuition” denotes that the fee increases each year at the same rate as the increase in tuition and non-tuition fees charged by the University of Alberta.

Augustana: This indicates whether or not the fees are assessed to students at Augustana Faculty, in accordance with Section 7 (9) of the Bylaw Respecting Students’ Union Finances. “Yes” denotes that students at Augustana Faculty are assessed the fee at the same rate as all other undergraduate students. “No” denotes that this fee is not assessed to students at Augustana Faculty.

Joint Consent: This identifies the body which must consent to the amendment of the fee, as set out in Section 7 (6) of the Bylaw Respecting Students’ Union Finances.

Bylaw 3100
A Bylaw Respecting Conflicts-of-Interest

Prohibition on the Furtherance of Personal Interests

1. No person shall use a Students' Union position that he/she holds to further personal business interests.

Restrictions on Parties to Agreements

2. (1) No person may hold a Students' Union position who

_____ (a) is party to any contract or agreement with the Students' Union, excepting contracts or agreements directly relating to that person's employment by the Students' Union; or

_____ (b) has any interest in a contract or agreement with the Students' Union, excepting contracts or agreements directly relating to that person's employment by the Students' Union.

- _____ (2) Subsection (1) does not apply to any person by reason only

(a) of the receipt of any properly-approved honorarium, commission, or allowance from the Students' Union;

(b) of being a non-executive member of any registered student group which has any contract or agreement with the Students' Union; or

(c) of the sale of goods or services to the Students' Union in the ordinary course of business, at competitive prices, and in accordance with Students' Union procedures.

Restrictions on Voting by Councillors

3. No member of Students' Council shall vote on a motion relating to a student group or organization of which he/she is a member unless that organization is a faculty association.

Restrictions on Applying for Positions

4. For those positions not otherwise ratified by Students' Council, no member of the Executive Committee, or the Chief Returning Officer, may apply for a remunerated position with the Students' Union within their term of office.

Bill #27 – Augustana Students' Union Fee

Principles

1. Faculty of Augustana Students pay the part time Students' Union fee;
 - a. assessed at 50% for the 2005-2006 academic year only.

Bylaw 3000 Adopted

Bylaw 3000
A Bylaw Respecting Students' Union Finances

Fiscal Year

1. The fiscal year of the Students' Union lasts from May 1 until the following April 30.

Audit

2. (1) The Students' Union's financial statements shall be audited annually by a qualified accountant.
- (2) Students' Council shall approve each fiscal year's audited financial statements before the conclusion of the ensuing fiscal year.

Reserves

3. (1) Students' Union reserves are
 - (a) the General Operations Reserve,
 - (b) the Capital Equipment Reserve,
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 - (d) the Sponsorship Reserve,
 - (e) the Student Refugee Fund,
 - (f) the CJSR-FM88 Fund,
 - (g) the Student Involvement Endowment Fund,
 - (h) the Eugene L. Brody Fund,
 - (i) the Golden Bear and Panda Legacy Fund,
 - (j) the Campus Recreation Enhancement Fund,
 - (k) the Access Fund,
 - (l) the Student Legal Services of Edmonton Fund,
 - (m) the Alberta Public Interest Research Group Fund, and
 - (n) the Gateway Student Journalism Fund.



PROPOSED

- (2) The General Operations Reserve shall be used for the operations of the Students' Union as provided for in the operating budget.
- (3) The Capital Equipment Reserve shall be used for the purchase and replacement of Students' Union capital equipment.
- (4) The Building Reserve shall be used for the enhancement of facilities controlled by the Students' Union.
- (5) The Sponsorship Reserve shall be used for the support of such Students' Union activities as may be identified in the operating budget as requiring sponsorship support.
- (6) The Student Refugee Fund shall be used for the support of those students selected as participants in the World University Service of Canada Student Refugee Sponsorship Program.
- (7) The CJSR-FM88 Fund shall be used for the support of the First Alberta Campus Radio Association.
- (8) The Student Involvement Endowment Fund shall be used for the support of the awards provided by the Awards Committee.
- (9) The Eugene L. Brody Fund shall be used for charitable purposes.
- (10) The Golden Bear and Panda Legacy Fund shall be used for the support of University of Alberta varsity athletics.
- (11) The Campus Recreation Enhancement Fund shall be used for the support of University of Alberta Campus Recreation programs.
- (12) The Access Fund shall be used for the support of undergraduate University of Alberta students requiring financial assistance.
- (13) The Student Legal Services of Edmonton Fund shall be used for the support of Student Legal Services of Edmonton.
- (14) The Alberta Public Interest Research Group Fund shall be used for the support of the Alberta Public Interest Research Group.
- (15) The Gateway Student Journalism Fund shall be used for the support of the Gateway Student Journalism Society.
- (16) Except as otherwise provided in Students' Union bylaw, Students' Council retains the sole authority to transfer or spend money in a Students' Union reserve.

Form of Operating Budget

4. (1) The Students' Union's operating budget shall take the form of the level of revenue and expenditure for each Students' Union operational unit.
- (2) The Students' Union operating budget shall include an allocation of not less than sixty thousand dollars per year, designated the Projects Allocation, to be used for projects that may arise over the course of the fiscal year.
- (3) The Students' Union's operating budget shall include an allocation of thirty thousand dollars per year, designated the Contingency Allocation, to be used for vital and unforeseen expenditures that may arise over the course of the fiscal year.
- (4) Except as otherwise provided for by Students' Union legislation, no person has the authority to make any expenditure of Students' Union funds or to seek actively to raise any revenue not contemplated in the operating budget.

Allocation Spending Authority

5. (1) Students' Council has the authority to approve expenditures from the Projects Allocation.
- (2) The Executive Committee has the authority to approve expenditures from the Projects Allocation of not more than one thousand dollars for any single purpose.
- (3) The Executive Committee has the exclusive authority to approve expenditures from the Contingency Allocation.

Budget Process

- 6 (1) The Executive Committee shall submit or cause to be submitted a proposed net profit or loss for each operational unit to the Budget and Finance Committee not later than February 1 of each year.
- (2) The Budget and Finance Committee shall recommend a net profit or loss for each operational unit to the Students' Council not later than March 1 of each year.
- (3) Students' Council shall approve a net profit or loss for each operational unit not later than March 15 of each year.
- (4) The Executive Committee shall submit or cause to be submitted a final operating and capital budget reflecting the net profit or loss approved by

PROPOSED

Bill 22

Council to the Budget and Finance Committee not later than March 31 of each year.

(5) The Budget and Finance Committee shall recommend a final operating and capital budget to Students' Council not later than April 15 of each year.

(6) Students' Council shall approve a final operating and capital budget not later than April 30 of each year.

Fees

7. (1) The Students' Union's operating budget shall include the level of the base Students' Union membership fee.

(2) The base Students' Union membership fee shall not fluctuate by more than fifteen percent from year to year

(3) In addition to the base Students' Union membership fee, the Speaker of Students' Council shall maintain a schedule of dedicated fees to be collected.

(4) The fees on the schedule shall be divided into Class A Fees and Class B Fees.

(5) Class A Fees may be amended or abolished only by

(a) Students' Council, or

(b) referendum.

(6) Class B Fees may be amended or abolished only by

(a) a joint resolution of Students' Council and one other body, specified in the schedule; or

(b) referendum.

(7) Unless otherwise specified in the schedule, all fees in the schedule increase annually at a rate equal to the Consumer Price Index for the province of Alberta.

(8) Each fee listed on the schedule shall be allocated to a reserve specified in the schedule.

(9) the schedule shall stipulate whether each fee is payable by students enrolled at Augustana Faculty

Bill 25

Bill 26

PROPOSED

Bill 26

(10) Full-time students enrolled at the Faculté Saint-Jean shall have the portions of their Students' Union fees not dedicated to a specific Students' Union reserve allocated as follows:

(a) in the case of students enrolled in at least three courses offered by faculties other than the Faculté Saint-Jean, 31% of the fee shall be forwarded to l'Association des Universitaires de la Faculté Saint-Jean and the remainder retained by the Students' Union; and

(b) in the case of all other students enrolled at the Faculté Saint-Jean, 74% of the fee shall be forwarded to l'Association des Universitaires de la Faculté Saint-Jean and the remainder retained by the Students' Union.

Bill 27

(11) Students enrolled at Augustana Faculty shall be assessed the base Students' Union fee at a rate equal to

(a) fifty percent of the fees assessed to part-time students for the 2005-2006 year, and

(b) one hundred percent of the fees assessed to part-time students thereafter.

Loans

8. Except as otherwise noted in Student Union bylaw, the Executive Committee has the exclusive authority to approve loans of Students' Union funds.

Contracts

9. A contract shall require the approval of Students' Council where

(a) the term of the contract exceeds one year;

(b) there are no means by which the Students' Union may cancel the contract on six months notice or less; and

(c) the contract requires of the Students' Union a financial commitment exceeding five thousand dollars in any one year or twenty-five thousand dollars in aggregate.

Bill 22

Signing Authority

10. All cheques and contracts must be signed by at least one of the Vice President (Operations and Finance) or the President.

Schedule to the Bylaw Respecting Students' Union Finances

Class A Fees				
<i>Reserve</i>	<i>Level</i>	<i>Indexing</i>	<i>Augustana</i>	
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Access Fund	F: \$14.24 P: \$14.24 S: \$6.25	Tuition	Yes	
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<i>Reserve</i>	<i>Level</i>	<i>Indexing</i>	<i>Augustana</i>	<i>Joint Consent</i>
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Reserve: This is the reserve to which the fee is allocated, in accordance with Section 7 (8) of The Bylaw Respecting Students' Union Finances.

Level: This indicates the level of the fee, in accordance with Section 7 (3) of the Bylaw Respecting Students' Union Finances. "F" indicates the fee payable by each full-time

student per Fall or Winter Term, “P” indicates the fee payable by each part-time students per Fall or Winter Term, and “S” indicates the fee payable by each student per Spring or Summer Term.

Indexing: This is the indexing provision of the fee. “CPI” denotes that the fee is indexed in accordance with Section 7 (7) of the Bylaw Respecting Students’ Union Finances. “Tuition” denotes that the fee increases each year at the same rate as the increase in tuition and non-tuition fees charged by the University of Alberta.

Augustana: This indicates whether or not the fees are assessed to students at Augustana Faculty, in accordance with Section 7 (9) of the Bylaw Respecting Students’ Union Finances. “Yes” denotes that students at Augustana Faculty are assessed the fee at the same rate as all other undergraduate students. “No” denotes that this fee is not assessed to students at Augustana Faculty.

Joint Consent: This identifies the body which must consent to the amendment of the fee, as set out in Section 7 (6) of the Bylaw Respecting Students’ Union Finances.

Approved Budget Transfers as of April 5, 2005

Date	Approved By	Approval Date	From Account	Amount	To Account	Amount
15/3/05	VPOF	22/3/05	640-8230-100	\$ (448)	640-8870-100	\$ 448
15/3/05	VPOF	22/3/05	555-8516-000	\$ (500)	555-8331-000	\$ 500
22/3/05	VPOF	22/3/05	655-8412-000	\$ (500)	655-8516-000	\$ 500