

# STUDENTS' COUNCIL

---

Tuesday April 4, 2006  
Council Chambers 2-1 University Hall

## ORDER PAPER (SC 2005-26)

- 2005-26/1            CALL TO ORDER
- 2005-26/2            SPEAKER'S BUSINESS
- 2005-26/2a           Announcements – The final meeting of Students' Council for the 2005-2006 year will take place on Tuesday April 11, 2006.
- 2005-26/3            APPROVAL OF THE ORDERS OF THE DAY
- 2005-26/4            PRESENTATIONS
- 2005-26/5            NOMINATIONS
- 2005-26/6            REPORTS AND EXECUTIVE COMMITTEE REPORT
- 2005-26/6a           Executive Committee – March 24, 2006  
Please see document SC 05-26.01
- 2005-26/7            QUESTION PERIOD
- 2005-26/8            BOARD AND COMMITTEE REPORTS
- 2005-26/8a           Bylaw Committee – March 21, 2006  
Please see document SC 05-26.02
- 2005-26/8a (i)       The Bylaw Committee recommends that Bill #10 be read a second time.  
**Bill #10 – Students' Council Reform (sponsor; BERGHOFF)**  
Principles (second reading)  
**Consolidation**  
1. Bylaws 100, 400, 3100, 4000 and 8100 are to be consolidated into a single bylaw.  
**Update of Bylaw 100 (Respecting Students' Council)**  
2. If a Councillor is elected Speaker, their seat shall become vacant.  
3. The Chair of the Council Administration Committee will be the deputy Speaker of Council.  
4. The Deputy Speaker of Council will fulfill the duties of the Speaker in their absence.

5. The outgoing Speaker shall convene a meeting of the newly elected members to Council as soon after the General elections as possible for the purpose of:
  - (a) electing a Speaker;
  - (b) electing committee members, and;
  - (c) setting a schedule of meetings.
6. The current requirements of members of Council are repealed.
7. A letter of resignation from a member of Council takes effect either:
  - (a) Immediately upon its inclusion on the order paper, or;
  - (b) On the date specified in the letter.
8. Standing Orders shall take precedence over Roberts' Rules of Order.
9. The Chief Returning Officer will apportion Councilor seats between faculty on the basis of the Fall and Winter term registration statistics as compiled by the Registrar.
10. The Chief Returning Officer will re-apportion Councilor seats, once each year, prior to the general election for Councilors.
11. The Chief Returning Officer will table a report prior to the general elections containing the statistics used to apportion seats as well as the results of the re-apportionment.
12. The following items are removed from bylaw:
  - (a) The Oath of office to be used in the Installation Ceremony;
  - (b) The process by which Council will elect a Speaker, and;
  - (c) The style of the form that must be submitted to the Speaker for an eligible member of Council to appoint a proxy.

#### **Update of Bylaw 400 (Legislation of the Students' Union)**

13. The Standing Orders is a new categories added to SU Legislation
14. Miscellaneous Motions are renamed General Orders.
15. Standing Orders are ongoing instructions to councilors, officers and staff of Council and the Students' Union respecting the manner and execution of Council logistics.
16. Standing Orders of Council do not expire, but must be re-introduced on the Order Paper at the first meeting of each new Council.
17. Each political policy must contain a sunset clause.
18. For each political policy, the Executive must create an implementation plan and submit that plan to the relevant committee for feedback.

#### **Update of Bylaw 3100 (Conflicts of Interest)**

19. No substantive changes proposed.

#### **Update of Bylaw 4000 (Standing Committees)**

20. The relevant bylaw provision of the Awards Committee are transferred to his bylaw.
21. All non-voting members are removed from committees.
22. Committees may add non-voting members to their composition by passing regulations to that end in their respective standing orders.
23. The prohibition against proxies serving on committees is rescinded.
24. A Councilor can appoint another Councilor to serve as their proxy on a committee.
26. Incoming committees will meet after the elections and prior to the Installation ceremony to:
  - (a) elect chairs, and;
  - (b) establish meeting dates and times.
26. Established meeting schedules must cover the entire trimester.
27. In addition to the existing requirements the committee will also submit a document styled "Summary of Proceedings" that summarizes that activities of the committee.

28. The Council Administration Committee is responsible for nominating students to serve on the U of A Senate.

**Update of Bylaw 8100 (Board of Governors Representative)**

29. The provisions of bylaw 8100 are repealed

30. Of the two members of the Board of Governors that Council is entitled to nominate under the Post Secondary Learning act:

(a) One shall be the President, and;

(b) One shall be a student-at-large elected in the same manner as the voting members of the Executive Committee.

31. The student-at-large member elected to the Board of Governors will have access to sufficient administrative support to carry out the logistical requirements of their office.

**Additional Update**

32. Of the four members of the Senate that Council is entitled to nominate under the Post Secondary Learning act:

(a) One shall be the Vice-President (External) of the Students' Union, and;

(b) Three shall be nominated by Students' Council on the advice of the Council Administration Committee, which shall conduct interviews along with the Vice President (External).

33. Of the two member of the General Faculties Council that Council is entitle to nominate under the Post Secondary Learning Act:

(a) One shall be the Vice-President Academic, and;

(b) One shall be the Vice-President Student Life.

**General Provisions**

34. The bylaws will be amended to allow for any additional non-substantive changes necessary to make the bylaws as a whole compliant with each other.

Please see document SC 05-26.03

**2005-26/8a (ii)** The Bylaw Committee recommends that Bill #17 **be read a second time.**

**Bill #17 – Student Involvement Endowment Fund Fee Repeal (sponsor; LEWIS)**  
Principles (second reading)

1. That the Students' Union cease collection of the Student Involvement Endowment Fund fee.

Please see document SC 05-26.04

**2005-26/8a (iii)** The Bylaw Committee recommends that Bill #20 **be read a second time.**

**Bill #20 Non-Academic Fee Principles (sponsor; LEWIS)**

Principles (second reading)

1. Plebiscites or referenda pertaining to non-academic fees levied on SU members by the University must reflect a control corresponding to the financial contribution.

2. A permanent advisory committee will be created to oversee and direct all aspects of the use of the non-academic fee.

3. The composition of this advisory committee will reflect the financial contribution by Students Union members in the form of a proportional number of voting seats.

4. Any facility or service funded by the non-academic fee must provide universal access to any SU member contributing to that fee.

5. This Bill will come into effect May 1, 2006

Please see document SC 05-26.05

**2005-28/8a (iv)** The Bylaw Committee recommends that Bill #21 be read a second time.

**Bill #21 - Duties of the Speaker of Students' Council (sponsor; KIRKHAM)**  
Principle (second reading)

1. The Speaker shall represent Students' Council before the Discipline, Interpretation, and Enforcement Board.

Please see document SC 05-26.06

**2005-26/8a (v)** The Bylaw Committee recommends that Bill #22 be read a second time.

**Bill #22 - Strictly Confidential Requirements for Contracts (sponsor; KIRKHAM)**  
Principles (second reading)

1. Any contract or agreement that the Students' Union enters into, hence forth, and needs to be marked as Strictly Confidential, will require the approval of Students' Council.
2. Students' Council shall be provided with a complete copy of the final draft of the contract or agreement.
3. Upon the recommendation of Students' Council, Council Administration Committee will mark the contract or agreement as Strictly Confidential.

Please see document SC 05-26.07

**2005-26/8a (vi)** The Bylaw Committee recommends that Bill #23 be read a second time.

**Bill #23 – Responsibilities of Students' Council (sponsor; TOBIAS)**  
Principles (second reading)

1. All decisions pertaining to the governance of the Students' Union are ultimately the purview of Students' Council.
2. In its effort to serve students, Students' Council has a legal obligation to act in:
  - i. the best interest of the Students' Union
  - ii. accordance with The Alberta Post Secondary Learning Act
  - iii. accordance with all other applicable Federal and provincial laws or regulations
3. Any decision of Students' Council or Students' Union bylaw which does not meet the terms set out in point 2 is of no effect.

Please see document SC 05-26.08

**2005-26/8a (vii)** The Bylaw Committee recommends that Bill #24 **be read a second time.**

**Bill #24 - Budget Process (sponsor; LEWIS)**

Principles (second reading)

Operating Budget

1. The Project Allocation shall be not be more than \$50,000 per year
2. Expenditures from the Project Allocation below \$5,000 must be approved by the Executive Committee.

Signing Authority

1. Consignment Cheques issued by SUBTitles do not require the signature of an elected officer.

Budget Process

1. The Budget Process currently described in bylaw shall be replaced by this bill.
2. The fiscal year of the Students' Union shall begin May 1 and end April 30.
3. Budget Principles describe in words the priorities to be enshrined in the final budget.
4. The Budget process shall be described in the Standing Order of Students' Council
5. A final operating and capital budget must be approved by Council prior to the beginning of each fiscal year.
6. A preliminary budget document must be approved by Council at a meeting of prior to the approval of a final operating and capital budget
7. In the event that a final operating and capital budget is not passed before the beginning of the fiscal year, the previous year's budget may be used as an interim substitute.

Please see document SC 05-26.09

**2005-26/8a (viii)** The Bylaw Committee recommends that Bill #26 **be read a second time.**

**Bill #26 – Changes to Gateway Student Journalism Fund Fees (sponsor; CEELLEN)**

Principles (second reading)

1. The amount for part-time students is amended to \$2.73 per student per Fall or Winter term.
2. The amount for students in the Spring and Summer terms is amended to \$0.36 per student per Spring or Summer term

Please see document SC 05-26.10

**2005-26/8a (vix)** The Bylaw Committee recommends that Bill #28 **be read a second time.**

**Bill #28 Effective Political Policy Reform (sponsor; POWER)**

Principles (second reading)

1. The existing legislative provisions regarding political policy are repealed.
2. Political policies are directives from students' council to the exec committee outlining where students' unions advocacy efforts should be directed.
3. For each political policy passed the exec committee is required to develop an implementation plan, which will outline the actions to be taken and resources required in a given year.
4. Are adopted, amended or rescinded by two simple majority votes of students' council occurring not less than 7 days apart.

Please see document SC 05-26.11

- 2005-26/8a (x)** The Bylaw Committee recommends that Bill #30 **be read a second time.**
- Bill #30 – Repeal of Bylaw 700 (sponsor; TOBIAS)**  
Principle (second reading)
1. The outdated or redundant provisions of Bylaw 700 (A Bylaw Respecting the Privileges of Students' Union Members) are repealed.
- Please see document SC 05-26.12
- 2005-26/8a (xi)** The Bylaw Committee recommends that Bill #31 **be read a second time.**
- Bill #31 – Repeal of Bylaw 3200 (sponsor; TOBIAS)**  
Principle (second reading)
1. The provisions of Bylaw 3200 (A Bylaw Respecting the Honoraria and Salaries paid by the Students' Union to Term and Elected Employees) are repealed.
- Please see document SC 05-26.13
- 2005-26/8a (xii)** The Bylaw Committee recommends that Bill #32 **be read a second time.**
- Bill #32 – Repeal of Bylaw 3300 (sponsor; TOBIAS)**  
Principle (first reading)
1. The provisions of Bylaw 3300 (A Bylaw Respecting the General Manager of the Students' Union) are repealed.
- Please see document SC 05-26.14
- 2005-26/8b** Council Administration Committee – March 21, 2006
- Please see document SC 05-26.15
- 2005-26/8b (i)** **KIRKHAM/BERGHOFF MOVED THAT** Students' Council decrease the base salary for the Chief Returning Officer to \$2600.00 while adding the following commissions:
- i. \$50.00 per candidate in the campus wide election;
  - ii. \$200.00 per plebiscite or referendum;
  - iii. \$15.00 per candidate in the councillor elections; and
  - iv. \$150.00 per by-election.
- 2005-26/8b(ii)** **KIRKHAM/SCHNEIDER MOVED THAT** Students' Council direct the Executive Committee to lobby the University of Alberta for funds to facilitate Augustana councillors attending meetings of Students' Council.
- 2005-26/8c** University Policy Committee – March 20, 2006
- Please see document SC 05-26.16
- 2005-26/8d** External Policy Committee – March 23, 2006
- Please see document SC 05-26.17
- 2005-26/9** **GENERAL ORDERS**

2005-26/9a

**KAWANAMI MOVED THAT** Bill #33 be read a first time.**Bill #33 - Executive Accountability (sponsor; KAWANAMI)**

Principles (first reading)

1. The Executive Committee and/or members thereof should be required to resign upon a motion to that effect being passed by Students' Council.
2. The Executive Committee and/or members thereof should be required to resign upon the submission of a petition to that effect being submitted by as any members as would be required to submit a valid petition for a referendum.
3. This Act will come into effect on 1 May 2006.

2005-26/9b

**KAWNAMI MOVED THAT** Bill #34 be read a first time.**Bill #34 – DIE Board Reference Initiation Restriction (sponsor; KAWNAMI)**

Principle (first reading)

1. Only Students' Council may initiate a reference question to DIE Board on the meaning of Students' Union Legislation.

2005-26/9c

**TOBIAS MOVED THAT** Bill #35 be read a first time.**Bill #35 – Schedule of Fee Update For Faculty DFU's (sponsor; TOBIAS)**

Principle (first reading)

1. The schedule of fees in Bylaw 3100 will be updated to reflect the Faculty Dedicated Fees collected under the authority of the Students' Union.

2005-26/9d

**KIRKHAM ORDERED THAT** Students' Council direct the Office of the Registrar and Student Awards to cease the collection of the "Faculty Student Funds" for the Faculty of Law effective immediately.

Please see document SC 05-26.18

2005-26/9e

**KIRKHAM ORDERED THAT** Students' Council direct the Executive Committee to permanently halt the sale of all tobacco products in any Students' Union owned and/or operated business as of 1 July 2006.

2005-26/9f

**KIRKHAM MOVED THAT** Students' Council rescind the "Tobacco Ban" political policy.

Please see document SC 05-26.19

2005-26/9g

**TOBIAS MOVED THAT** Bill #27 be read a first time.**Bill #37 - Schedule Fee Update for Faculty of Augustana (sponsor; TOBIAS)**

Principle (first reading)

1. The schedule of fees in Bylaw 3100 will be updated to include a fee equal to that currently charged by the Students' Association of the Faculty of Augustana and to establish that fee under the authority of Bylaw 8451.

2005-26/9h

**KEHOE MOVED THAT** Bill #38 be read a first time.**Bill #38 – Budget Compliance Amendment (sponsor; KEHOE)**

Principle (first reading)

1. All references to the Academic Guidance Centre are removed.

**2005-26/9i**      **JOHNSON MOVED THAT** Students' Council, in conjunction with the Registrar's Office, collect the Engineering Students' Society Faculty Association Membership fee for both the fall and winter semesters annually until renewal in 2010.

Please see document SC 05-26.20

**2005-26/9j**      **KELLY MOVED THAT** Bill #39 be read a first time.

**Bill #39 *Faculty Association Thresholds* (sponsor: Kelly)**  
Principles (first reading)

1. That the threshold for de-recognition petitions be reduced to 1/3 the total population of students that a faculty association represents.
2. That the de-recognition of a Faculty Association, when triggered by application of another student group, be approved by:
  - a. Council
  - b. The Council of Faculty Associations (CoFA)Based upon a presentation by the applicant student group, with the provision that the applicant student group, if successful, must assume the responsibilities of the Faculty Association

**2005-26/10**      **INFORMATION ITEMS**

**2005-26/10a**      Letter from Mr. David Percy regarding the Faculty of Law Placement Officer.

Please see document SC 05-26.21

**Executive Committee Report to Students' Council April 4, 2006**

- 1. There were no motions passed at the March 24, 2006 Executive Meeting.**

# MINUTES

---

2005-\*\*

## **Bylaw Committee**

March 21, 2006

ATTENDANCE: Tobias Chapman  
Berghoff Kirkham  
Kelly Steve Smith (guest)

CALL TO ORDER: 7:45 pm

NEW BUSINESS: The Bylaw Committee considered second readings of Bills 10, 17, 20-24, 26, 28, 30-32. Smith contributed his expertise to the discussions.

Bylaw Committee recommends that Students' Council reads Bills 10, 17, 20-24, 26, 28, 30-32 a second time.

VOTE ON MOTION unanimous consent

ADJOURNMENT: 10:30 p.m.

**Bylaw 100**  
**A Bylaw Respecting Students' Council**

**1. Definitions**

In this bylaw

- (a) "Councillor" means any member of Students' Council except
  - i. the President of the Students' Union,
  - ii. a Vice President of the Students' Union,
  - iii. the Undergraduate Board of Governors Representative,
  - iv. the Speaker of Students' Council, or
  - v. the General Manager of the Students' Union;
- (b) "faculty" means
  - i. any entity designated by University of Alberta General Faculties Council policy as a faculty, except the Faculty of Graduate Studies and Research, the Faculty of Library and Information Studies, and the Faculty of Extension,
  - ii. the University of Alberta School of Native Studies, or
  - iii. all undergraduate students registered at the University of Alberta in Open Studies;
- (c) "faculty population" means the average number of undergraduate students enrolled in a given faculty in a Fall term and the Winter term immediately following it;
- (d) "introductory meeting" means the annual meeting of those persons elected to serve on Students' Council for the coming year;
- (e) "legislation" means
  - i. Students' Union bylaws,
  - ii. Students' Union political policies,
  - iii. Students' Council standing orders, and
  - iv. general orders of Students' Council;
- (f) "Speaker" means the Speaker of Students' Council or, in his/her absence, any individual designated as having the responsibilities of the Speaker of Students' Council;
- (g) "standing committee" means
  - i. the Access Fund Committee,
  - ii. the Audit Committee,
  - iii. the Awards Committee,
  - iv. the Budget and Finance Committee,
  - v. the Bylaw Committee,
  - vi. the Council Administration Committee,
  - vii. the External Policy Committee,
  - viii. the Grant Allocation Committee,
  - ix. the Student Affairs Committee, or
  - x. the University Policy Committee;
- (h) "Students' Council" means the Council of the Students' Union, University of Alberta, as constituted by statute of the province of Alberta;
- (i) "Students' Union" means the Students' Union, University of Alberta, as incorporated by statute of the province of Alberta; and

- (j) “Undergraduate Board of Governors Representative” means the individual, other than the Students’ Union President, nominated by the Students’ Union to the University of Alberta Board of Governors.

## **2. Composition of Students’ Council**

- (1) Students’ Council is composed of
  - (a) the President of the Students’ Union,
  - (b) the Vice Presidents of the Students’ Union,
  - (c) the Undergraduate Board of Governors Representative,
  - (d) forty-two Councillors,
  - (e) the Speaker, and
  - (f) the General Manager of the Students’ Union.
- (2) The Speaker and the General Manager of the Students’ Union are entitled neither to move, second, or vote on motions of Students’ Council, nor to serve as voting members of standing committees.
- (3) Each Councillor shall represent exactly one faculty.
- (4) Each faculty shall be allocated a number of Councillors equal to the number of Councillors times its faculty population divided by the sum of all faculties’ faculty populations, with any remainder being discarded.
- (5) Notwithstanding (4), every faculty shall be allocated at least one Councillor.
- (6) If more than forty-two Councillors are allocated, they shall be revoked from faculties with more than one Councillor in ascending order of remainder until only forty-two Councillors are allocated.
- (7) If fewer than forty-two Councillors are allocated, additional Councillors shall be allocated to faculties entitled to at least one Councillor under (4) in descending order of remainder until forty-two Councillors are allocated.
- (8) In the event that two faculties have equal remainders and that this equality prevents the processes set out in (6) and (7) from allocating exactly forty-two Councillors, the number of Councillors shall be temporarily increased by the minimum amount necessary.
- (9) The Chief Returning Officer of the Students’ Union shall determine the allocation of Councillors annually before February 15, and shall forthwith table with Students’ Council a report detailing the allocation of Councillors and the statistics used to reach that allocation.

## **3. Eligibility**

- (1) All members of Students' Council except for the General Manager of the Students' Union are required to be members of the Students' Union.
- (2) Every Councillor is required to be enrolled in the faculty he/she represents.
- (3) No person shall simultaneously hold more than one position on Students' Council.

#### **4. Removal of Members**

- (1) Any member of Students' Council wishing to resign must do so in writing to the Speaker.
- (2) The Speaker shall table in Council any letters of resignation he/she receives.
- (3) Resignations take effect on the date specified in the letter of resignation or, if no such date is specified, at the time that the letter is tabled in Students' Council.
- (4) Students' Council does not have the authority to remove any Councillor.
- (5) Any person who ceases to be a member of Students' Council shall be removed from any Students' Union office that is the result of his/her position on Students' Council or of which his/her position on Students' Council is the result.
- (6) The Students' Union shall immediately recommend that any person who ceases to be a member of Students' Council be removed from any office in an external organization that results from his/her position on Students' Council, or from any position from which he/she is removed as a consequence of (4) or (5).

#### **5. Replenishment**

- (1) In the event of a vacancy in the office of President, Vice President, or Undergraduate Board of Governors Representative, Students' Council shall
  - (a) appoint a qualified Students' Union member to fill the position, and/or
  - (b) call a by-election for the position.
- (2) In the event of a vacancy in the office of Councillor, the Chief Returning Officer of the Students' Union shall offer the position to the candidate who would have been elected had another Councillor been allocated to the resigning Councillor's faculty during the last election before which nominations were open for that faculty.
- (3) Notwithstanding (2), no person shall be offered a Councillor position who
  - (a) has already vacated a Councillor position since the last election before which nominations were open for the faculty in question,
  - (b) has already declined appointment to a Councillor position since the last election before which nominations were open for the faculty in question, or
  - (c) is a member of Students' Council.

- (4) The process for replenishment of Councillor positions shall continue until
  - (a) no vacancies remain for the faculty in question,
  - (b) the list of candidates from the last election before which nominations were open for the faculty in question is exhausted, or
  - (c) the position would be offered to None of the Above.
- (5) Students' Council does not have the authority to appoint any Councillor.
- (6) In the event of a vacancy in the office of the Speaker of Students' Council, Students' Council shall select a new Speaker of Students' Council.

## **6. Start-Up**

- (1) All members of Students' Council except the Speaker of Students' Council and the General Manager of the Students' Union shall be elected on an annual basis.
- (2) The Chief Returning Officer of the Students' Union shall submit to the Speaker, as soon as practically possible, a report containing the results of any election of members to Students' Council.
- (3) The Speaker shall convene the introductory meeting as soon as practical after all elections have been completed.
- (4) At the introductory meeting, the Students' Council-elect shall
  - (a) select the ensuing year's Speaker of Students' Council,
  - (b) select the compositions of the ensuing year's standing committees, and
  - (c) set the meeting schedule for the ensuing year's Students' Council, with the first meeting to occur not before the last scheduled meeting of the current Students' Council and not later than May 7, and the last meeting to occur not later than May 7 of the succeeding year.
- (5) At the first meeting of any year's Students' Council, all members of that Students' Council except the General Manager of the Students' Union shall be installed in a ceremony to be presided over by
  - (a) the previous year's Students' Union President, if available,
  - (b) the previous year's Speaker of Students' Council, if the previous year's President is unavailable, or
  - (c) the incoming Speaker of Students' Council, if neither the previous year's President nor the previous year's Speaker of Students' Council is available.
- (6) Upon the execution of (4), power is transferred from one year's Students' Council to the next.

## **7. Speaker of Students' Council**

- (1) The Speaker is responsible for

- (a) chairing all meetings of Students' Council;
  - (b) the budget and logistical needs of Students' Council;
  - (c) requesting a report from the University of Alberta Office of the Registrar and Student Awards each term to confirm that all individuals occupying positions requiring them to be undergraduate students meet all requirements set out in bylaw; and
  - (d) other duties as may be required by Students' Council from time to time.
- (2) The Speaker shall have access to sufficient administrative support to carry out the logistical needs of Students' Council.
  - (3) The President of the Students' Union reports to the Speaker for of purpose of all Students' Council business.
  - (4) The Speaker reports to Students' Council.
  - (5) The Speaker may be dismissed by a simple majority vote of Students' Council.
  - (6) The Chair of the Council Administration Committee shall be the Deputy Speaker of Students' Council and shall carry out the duties of the Speaker in the absence of the Speaker of Students' Council.

## **8. Proxies**

- (1) Any Councillor may appoint a Students' Union member in his/her faculty as his/her proxy for any portion of his/her term of office.
- (2) A proxy will, for the duration of his/her appointment, have all of the rights and responsibilities of the Councillor who appointed him/her excepting the right to serve on standing committees.
- (3) A proxy's appointment is not effective in the attendance of the Councillor who appointed him/her.
- (4) A Councillor who has designated a proxy retains access to all resources that he/she would otherwise be entitled

## **9. Conduct of Meetings**

- (1) Quorum of Students' Council is a majority of its current voting membership.
- (2) Where legislation does not contradict it, *Robert's Rules of Order* shall be observed at all meetings of Students' Council.

## **10. Legislation**

- (1) Students' Union bylaws

- (a) are directives perpetually requiring and/or prohibiting action on the part of the Students' Union;
  - (b) are adopted, amended, or rescinded by two simple majority votes of Students' Council occurring not less than seven days apart; and
  - (c) do not expire.
- (2) A Students' Union political policy
- (a) states the opinions or beliefs of the Students' Union;
  - (b) shall be explicitly tied to a standing committee;
  - (c) requires the Executive Committee to submit an implementation plan to the standing committee to which it is tied;
  - (d) prohibits any person from representing any opinion not expressed by Students' Union political policy as being the opinion of the Students' Union;
  - (e) is not binding on the Students' Union except as noted;
  - (f) is adopted, amended, or rescinded on a simple majority vote of Students' Council; and
  - (g) expires on a date to be explicitly set out within the Students' Union political policy.
- (3) Standing orders of Students' Council
- (a) are ongoing instructions to members of Students' Council and Students' Union staff respecting the manner of execution of Students' Council logistics;
  - (b) are adopted, amended, or rescinded on a simple majority vote of Students' Council or the Council Administration Committee; and
  - (c) do not expire, but shall be reintroduced by the chair of the Council Administration Committee at the first meeting of each year's Students' Council.
- (4) General orders of Students' Council
- (a) are any non-procedural motions of Students' Council that do not adopt, amend, or rescind other legislation; and
  - (b) expire concurrently with the authority of the Students' Council that adopted them unless otherwise specified in the motion.

## **11. Standing Committee Membership**

- (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 each consist of seven members of Students' Council.
- (2) The Bylaw Committee is consists of five members of Students' Council.
- (3) The Audit Committee consists of five members of Students' Council who are not also members of the Students' Union Executive Committee.
- (4) The Council Administration Committee consists of
  - (a) five members of Students' Council as permanent members, and
  - (b) all members of Students' Council except the Speaker and the General Manager.

- (5) The Awards Committee consists of
  - (a) the Vice President (Academic) or designate, and
  - (b) seven undergraduate students selected annually by Students' Council.
- (6) Notwithstanding any provision in this bylaw, standing committees may appoint non-voting members to themselves by passing regulations to this effect as part of their standing orders.
- (7) Non-voting members of standing committees
  - (a) are not entitled to move, second, or vote on motions of standing committees,
  - (b) are not entitled to chair standing committees, and
  - (c) do not count towards quorum of standing committees.

## **12. Chairs of Standing Committees**

- (1) Each standing committee shall be chaired by a member of that standing committee elected by that standing committee.
- (2) The chair of the Council Administration Committee shall be a permanent member of the Council Administration Committee.
- (3) Notwithstanding (1), the Awards Committee shall be chaired by the Vice President (Academic) or designate.

## **13. Quorum of Standing Committees**

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

## **14. Functioning of Standing Committees**

- (1) Standing committees shall establish meeting schedules on a trimesterly basis, in advance, with the trimesters being
  - (a) May to August,
  - (b) September to December, and
  - (c) January to April.
- (2) No meeting of a standing committee shall occur unless

- (a) every member of the standing committee has received at least seventy-two hours notice of the meeting, or
  - (b) every member of the standing committee consents to the meeting taking place.
- (3) Standing committees may adopt such standing orders as do not conflict with legislation.
- (4) The Speaker, and through him/her chairs of standing committees, shall have access to sufficient administrative support to ensure the proper functioning of standing committees, including but not limited to
- (a) the creation and publication of agendas for committee meetings,
  - (b) the creation and publication of minutes for committee meetings,
  - (c) the booking of meeting rooms,
  - (d) the duplication of required documents, and
  - (e) access to Students' Union archives.
- (5) Any member of a standing committee may designate any member of Council as his/her proxy for any portion of his/her term, provided that the member of Council so-designated fulfills the eligibility requirements to serve on the standing committee in question.
- (6) Every standing committee named at the introductory meeting shall hold a meeting before the first meeting of its Students' Council in order to
- (a) elect a chair,
  - (b) set initial standing orders, and
  - (c) set a meeting schedule for its first trimester.
- (7) Meetings of standing committees shall occur in person.
- (8) The Awards Committee is exempt from (1), (5), and (6).

## **15. Reporting Structure**

- (1) The chair of each standing committee shall, after each meeting of the committee, submit to Students' Council a report including
- (a) any decisions made by the standing committee acting under authority delegated to it by Students' Council,
  - (b) any recommendations made by the standing committee to Students' Council,
  - (c) any standing orders adopted by the committee, and
  - (d) a document titled "Summary of Proceedings" summarizing the activities of the standing committee at the meeting in question.
- (2) The Speaker shall table each report from each standing committee in Students' Council.
- (3) No decision made by a standing committee acting under authority delegated to it by Students' Council is effective before it has been provided to the Speaker as part of the standing committee's report to Students' Council.

## 16. Mandates of Standing Committees

- (1) The Access Fund Committee
  - (a) has authority to set and implement policy regarding the disbursement of the Access Fund;
  - (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 legislation affecting the Access Fund as it considers appropriate or as required by Students' Council.
  
- (2) 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;
  - (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.
  
- (3) The Awards Committee
  - (a) may establish, amend, eliminate, and bestow awards recognizing student involvement, such awards to be funded by the Student Involvement Endowment Fund and/or external sources;
  - (b) shall bestow all externally-funded awards delegated to it by the Students' Union Executive Committee; and
  - (c) may establish, amend, eliminate, and bestow awards recognizing outstanding undergraduate teaching at the University of Alberta.

- (4) The Budget and Finance Committee
  - (a) shall recommend budgets to Students' Council as may be required by Students' Union legislation;
  - (b) shall make recommendations to Students' Council on alterations to the Students' Union operating budget;
  - (c) shall make recommendations to Students' Council on expenditures of funds from the Projects Allocation; and
  - (d) shall make recommendations to Students' Council on legislation dealing with Students' Union finances as it considers appropriate or as required by Students' Council.
  
- (5) 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; and
  - (d) has the power to make, to Students' Union bylaws, alterations that do not alter the meaning of the bylaws in question.
  
- (6) 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 standing committees;
  - (c) shall oversee the Speaker and the Chief Returning Officer of the Students' Union;
  - (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;
  - (g) shall, in conjunction with the Vice President (External), recommend to Students' Council on such nominations to the University of Alberta Senate as may be required of the Students' Union.
  
- (7) The External Policy Committee
  - (a) shall make recommendations to Students' Council on Students' Union political policy respecting the business of entities not based on the University of Alberta;
  - (b) shall make recommendations to Students' Council on Students' Union political policy respecting undergraduate tuition at the University of Alberta; and
  - (c) shall receive reports from the Students' Union Executive Committee on its off-campus and tuition-related advocacy activities and evaluate their effectiveness.
  
- (8) The Grant Allocation Committee
  - (a) shall make grants and has the authority to set an implement policy regarding the disbursement of funds 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;
  - (b) has authority to grant loans to student groups in amounts not exceeding \$1,500 per student group;
  - (c) has authority to make grants of not more than five hundred dollars from the Eugene L. Brody Fund; and
  - (d) may delegate the granting of funds where the Grant Allocation Committee has established standing orders identifying the delegate and comprehensive regulations within which the delegate must exercise its discretion when granting.
- (9) The Student Affairs Committee
- (a) shall make recommendations to Students' Council on Students' Union political policy respecting student health, wellness and security within the University of Alberta; and
  - (b) shall perform an ongoing needs assessment with respect to student services.
- (10) The University Policy Committee
- (a) shall make recommendations to Students' Council on Students' Union political policy respecting the business of entities based on the University of Alberta;
  - (b) shall not make recommendations to Students' Council on Students' Union political policy respecting undergraduate tuition at the University of Alberta;
  - (c) shall receive reports from the Students' Union Executive Committee on its on-campus non-tuition-related advocacy activities and evaluate their effectiveness.
- (11) Standing committees have the authority to make recommendations to Students' Council on matters related to their mandates but not explicitly set out in this bylaw.
- (12) Students' Council has the authority to require recommendations from standing committees on matters related to their mandates but not explicitly set out in this bylaw.

## **17. Conflict-of-Interest**

- (1) No person shall use a Students' Union position that he/she holds to further personal business interests.
- (2) 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.
- (3) (2) 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.
- (4) 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.
- (5) Neither any member of the Students' Union Executive Committee nor the Chief Returning Officer of the Students' Union shall apply for a remunerated position with the Students' Union unless the selection of that position is ratified by Students' Council.

**18. Nominations to University Bodies**

- (1) The four individuals nominated by the Students' Union to the University of Alberta Senate shall be
  - (a) the Students' Union Vice President (External), and
  - (b) three members of the Students' Union selected by Students' Council, after receipt by the latter of a recommendation from the Council Administration Committee.
- (2) The two individuals nominated by the Students' Union to the University of Alberta General Faculties Council shall be
  - (a) the Students' Union Vice President (Academic), and
  - (b) the Students' Union Vice President (Student Life).
- (3) The two individuals nominated by the Students' Union to the University of Alberta Board of Governors shall be
  - (a) the Students' Union President, and
  - (b) the Undergraduate Board of Governors Representative.
- (4) The Undergraduate Board of Governors Representative shall be elected at the same time and in the same fashion as the Students' Union President and Vice Presidents.
- (5) The Undergraduate Board of Governors Representative shall have access to sufficient administrative resources for the discharge of his/her duties.

### Schedule to the Bylaw Respecting Students' Union Finances

<b>Class A Fees</b>				
<i>Reserve</i>	<i>Level</i>	<i>Indexing</i>	<i>Augustana</i>	
Student Involvement Endowment Fund	F: \$0.68 P: \$0.68 S: \$0.00	CPI	Yes	
Eugene L. Brody Fund	F: \$0.34 P: \$0.34 S: \$0.00	CPI	Yes	
Access Fund	F: \$15.75 P: \$15.75 S: \$6.92	Tuition	Yes	
<b>Class B Fees</b>				
<i>Reserve</i>	<i>Level</i>	<i>Indexing</i>	<i>Augustana</i>	<i>Joint Consent</i>
Refugee Student Fund	F: \$0.39 P: \$0.39 S: \$0.00	CPI	Yes	World University Service of Canada Refugee Student Sponsorship Committee
CJSR-FM Fund	F: \$1.71 P: \$0.62 S: \$0.00	CPI	No	First Alberta Campus Radio Association of Directors
Golden Bear and Panda Legacy Fund	F: \$3.43 P: \$3.43 S: \$0.00	CPI	No	University Athletics Board of the University of Alberta
Campus Recreation Enhancement Fund	F: \$3.19 P: \$3.19 S: \$3.19	CPI	No	Recreation Action Committee of the University of Alberta
Student Legal Services of Edmonton Fund	F: \$0.59 P: \$0.59 S: \$0.00	CPI	No	Student Legal Services of Edmonton Board of Directors
Alberta Public Interest Research Group Fund	F: \$2.77 P: \$1.38 S: \$0.00	CPI	No	Alberta Public Interest Research Group Board of Directors
Gateway Student Journalism Fund	F: \$2.73 P: \$1.37 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.

March 21/06

April 12/05 – Implemented May 1/05

April 5/05 – Implemented May 1/05

- b. Whether the question is a plebiscite or a referendum;
  - c. The name, faculty, and student identification of that member; and
  - d. A twenty-five (\$25.00) deposit in the form of cash or a certified cheque or money order payable to the Students' Union.
5. Upon receipt of a submission meeting the requirements set out in Section 4, the C.R.O. shall immediately forward the intent of the question to the Bylaw Committee.
  6. The Bylaw Committee shall approve within fourteen (14) days from receiving the intent of the question from the C.R.O., a question which:
    - a. fully reflects the intent submitted by the member; and
    - b. if carried and acted upon, would not violate any Students' Union bylaws or any federal or provincial law; and-
      - c. where the plebiscite or referendum is to approve the collection of a University non-academic fee, provides for the formation of a permanent committee to oversee and direct the expenditure of this fee, such committee to have Students' Union members in voting positions proportional to the contribution of Students' Union members; and
      - d. where the plebiscite or referendum is to approve the collection of a fee for a University facility or service, provides access by any Students' Union member to that facility or service.
  7. Students' Council shall, at meeting following the drafting of the question by the Bylaw Committee as set out in Section 6, approve a question which meets the criteria set out in Section 6 unless the question would cause Students' Council to breach its fiduciary responsibility to the Students' Union.
  8. Sections 6 and 7 notwithstanding, where it is not possible for the Bylaw Committee or Students' Council to approve a question which meets the criteria set out in Section 6, neither the Bylaw Committee or Students' Council shall approve such a question.

Mar 21/06

Nov 15/05 – Sections 4(b), 4(d), 7 and 11 effective retroactively from May 1/05

Mar 7/05 (DIE) - Effective Retroactively - See DIE Board decision for details

Jan 11/05 – Implemented May 1/05

Aug 17/04 (IRB)

Feb 3/04

Apr 30/03

June 18/02 (IRB)

May 2/01

Feb 02/99

## **7. Speaker of Students' Council**

- (1) The Speaker is responsible for
  - (a) chairing all meetings of Students' Council;
  - (b) the budget and logistical needs of Students' Council;
  - (c) requesting a report from the University of Alberta Office of the Registrar and Student Awards each term to confirm that all individuals occupying positions requiring them to be undergraduate students meet all requirements set out in bylaw; and
  - (d) representing Students' Council before the Discipline, Interpretation, and Enforcement Board; and
  - (e) other duties as may be required by Students' Council from time to time.
- (2) The Speaker shall have access to sufficient administrative support to carry out the logistical needs of Students' Council.
- (3) The President of the Students' Union reports to the Speaker for of purpose of all Students' Council business.
- (4) The Speaker reports to Students' Council.
- (5) The Speaker may be dismissed by a simple majority vote of Students' Council.
- (6) The Chair of the Council Administration Committee shall be the Deputy Speaker of Students' Council and shall carry out the duties of the Speaker in the absence of the Speaker of Students' Council.

## **8. Proxies**

- (1) Any Councillor may appoint a Students' Union member in his/her faculty as his/her proxy for any portion of his/her term of office.
- (2) A proxy will, for the duration of his/her appointment, have all of the rights and responsibilities of the Councillor who appointed him/her excepting the right to serve on standing committees.
- (3) A proxy's appointment is not effective in the attendance of the Councillor who appointed him/her.
- (4) A Councillor who has designated a proxy retains access to all resources that he/she would otherwise be entitled

## **9. Conduct of Meetings**

- (1) Quorum of Students' Council is a majority of its current voting membership.

**Bylaw 500**  
**A Bylaw Respecting Access to Students' Union Information**

**Classification**

1. (1) Every Students' Union document or record is strictly confidential that has been specifically designated as such in the Standing Orders of Students' Council.
- (2) Every Students' Union document or record is confidential that has not been designated strictly confidential and that
  - (a) relates to the employment of any Students' Union employee;
  - (b) includes the minutes or otherwise reveals the proceedings of any *in camera* portion of a meeting of Students' Council, the Executive Committee, the Discipline, Interpretation, and Enforcement Board, or any committee thereof; or
  - (c) if divulged, could compromise the legal position or business competitiveness of the Students' Union.
  - (d) personal information of volunteers
- (3) Every Students' Union document or record is public that is neither strictly confidential nor confidential.

**Contracts**

2. (1) Any strictly confidential contract shall have its exact wording approved by Students' Council in advance of being signed.
- (2) Any contract designated as strictly confidential by Students' Council over the course of its approval shall be designated as such in Students' Council's standing orders by the body responsible for the standing orders of Students' Council.

**Access to Information**

- 2.3.(1) Public information is available to all members of the Students' Union.
- (2) Confidential information is available to
  - (a) members of Students' Council and committees thereof;
  - (b) members of the Executive Committee;
  - (c) members of the Discipline, Interpretation, and Enforcement Board;

Mar 21/06

Nov 29/05

Feb 8/05 – Implemented March 8, 2005

## **Bylaw 3200**

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

#### **Short Title**

~~1. This Bylaw may be referred to as the "Honoraria and Salaries Bylaw."~~

#### **Definitions**

~~1. In this Bylaw:~~

- ~~a. "Committee" means the Budget and Finance Committee, and includes a committee thereof established in accordance with Section 3;~~
- ~~a. "Council" means the Students' Council;~~
- ~~a. "D.I.E. Board" means the Discipline, Interpretation and Enforcement Board;~~
- ~~a. "Fee for Services" means a payment or series of payments to a student not exceeding an aggregate of \$2,000.00 in any fiscal year, as payment for services rendered in accordance with a Bylaw or a written agreement executed pursuant to a Bylaw;~~
- ~~a. "Fiscal Year" has the same meaning as in the Conduct of Business Bylaw;~~
- ~~a. "Honorarium" means a single payment to a student as a token of appreciation for service rendered to the Students' Union, but it will not include any fee for services or salary payment;~~
- ~~a. "Salary" means a continuing series of periodic payments to a student or employee of the Students' Union as payment for services rendered, and directly proportional to the period of time which the services were rendered.~~

#### **Honoraria Payable**

~~1. An honorarium may be paid to any person whom Students' Council deems fit.~~

~~1. No honorarium may be paid to any person:~~

- ~~a. Who is already in receipt of a salary; or,~~

Mar 21/06

Jan 11/05 – Implemented May 1/05

Aug 17/04 (IRB)

Mar 23/04

Aug 5/03

Apr 8/03

Oct 1/02

July 16/02

May 4/01

- ~~a. Who has already received, during that fiscal year, one or more honoraria with an aggregate value exceeding five hundred (\$500.00) dollars.~~

### **Fees Payable**

~~1. A fee for service may be paid to any or all of:~~

- ~~a. A member of the Discipline, Interpretation and Enforcement (D.I.E.) Board for participation in a proceeding of that Board;~~
- ~~a. The Chief Returning Officer for conducting an election or referendum;~~
- ~~a. Any person that Students' Council deems fit.~~

### **Salaries Payable**

- ~~9. a. A salary will be paid to the Speaker of the Students' Council in the amount of One Hundred Thirty Five (\$135.00) Dollars per meeting of Students' Council.~~
- ~~b. A salary will be paid to a member of the Executive Committee in the amount of One Thousand Seven Hundred Two (\$1702.00) Dollars per month.~~
- ~~b. An honorarium will be paid to the Chief Returning Officer in the amount of Three Thousand Seven Hundred Forty Four (\$3744.00) Dollars for the term of May 1 to April 30.~~
- ~~b. An honorarium will be paid to each Deputy Returning Officer in the amount of One Thousand Forty (\$1040.00) Dollars for the term of October 1 to April 30.~~

### **Indexing**

- ~~10. The salaries and honoraria embodied in this bylaw will be changed annually by an amount equal to the cost of living settlement negotiated with the Canadian Union of Public Employees (CUPE) Local 1368.~~
- ~~11. Indexing adjustments approved by Students' Council are to be timed according to the indexing schedules embodied in the CUPE Local 1368/Students' Union Collective Agreement.~~
- ~~11. In the event that the Collective Agreement cited in Section 15 of this Bylaw does not take effect concurrently with the appointment of positions embodied in this Constitution,~~

Mar 21/06

Jan 11/05 – Implemented May 1/05

Aug 17/04 (IRB)

Mar 23/04

Aug 5/03

Apr 8/03

Oct 1/02

July 16/02

May 4/01

~~indexing adjustments will be made effective May 1 of the first year of the new Collective Agreement.~~

**Final Reports**

~~10. Students' Council may make a portion of an employee's honorarium or final monthly salary payable upon receipt of a final report by the Executive Committee~~

Mar 21/06

Jan 11/05 – Implemented May 1/05

Aug 17/04 (IRB)

Mar 23/04

Aug 5/03

Apr 8/03

Oct 1/02

July 16/02

May 4/01

**Bylaw 3300**  
**~~A Bylaw Respecting the General Manager of the Students' Union~~**

**Short Title**

~~1. This Bylaw may be referred to as the "General Manager Bylaw".~~

**Mandate**

~~1. A General Manager will be employed by written contract whose duties will be:~~

- ~~a. To act as General Manager of the Students' Union.~~
- ~~a. To hire, train, supervise and discharge employees as they deem advisable; however, where this function relates to managerial staff, such action will only be taken with the expressed approval of the Executive Committee.~~
- ~~a. To annually review the performance of each permanent employee and to make salary adjustments as permitted by the budget, excepting the position of Executive Assistant to the Executive Committee of Students' Council, and any permanent employee who may report directly to the said Executive Assistant.~~
- ~~a. To be responsible for the management of personnel, financial, administrative and operational aspects of the Students' Union and for seeing that the financial procedures of the Union operation are in accordance with University procedures and generally accepted accounting principles.~~
- ~~a. To coordinate the operation of the Students' Union activities with other departments of the University.~~
- ~~a. To assist the President and the Executive Committee of the Students' Union in the coordination of the entire Students' Union program.~~
- ~~a. To serve as an ex-officio non-voting member of the Students' Council, and boards and committees as may be required by that board or committee.~~
- ~~a. To take an active interest in the affairs of such organizations as may be prescribed by the President of the Students' Union.~~
- ~~a. All other duties and responsibilities as required or specified in the employment contract.~~

Mar 21/06

Jan 11/05 – Implemented May 1/05

Aug 17/04 (IRB)

May 4/01

Oct. 29/96

Aug 30/88

~~1. The General Manager of the Students' Union will be responsible to the President of the Students' Union.~~

**Contract**

~~1. The terms of any contract of employment, between the Students' Union and the General Manager of the Students' Union will take precedence over the provisions of this Bylaw.~~

Jan 11/05 – Implemented May 1/05  
Aug 17/04 (IRB)  
May 4/01  
Oct. 29/96  
Aug 30/88

- (3) (2) 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.
- (4) 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.
- (5) Neither any member of the Students' Union Executive Committee nor the Chief Returning Officer of the Students' Union shall apply for a remunerated position with the Students' Union unless the selection of that position is ratified by Students' Council.

## **18. Nominations to University Bodies**

- (1) The four individuals nominated by the Students' Union to the University of Alberta Senate shall be
  - (a) the Students' Union Vice President (External), and
  - (b) three members of the Students' Union selected by Students' Council, after receipt by the latter of a recommendation from the Council Administration Committee.
- (2) The two individuals nominated by the Students' Union to the University of Alberta General Faculties Council shall be
  - (a) the Students' Union Vice President (Academic), and
  - (b) the Students' Union Vice President (Student Life).
- (3) The two individuals nominated by the Students' Union to the University of Alberta Board of Governors shall be
  - (a) the Students' Union President, and
  - (b) the Undergraduate Board of Governors Representative.
- (4) The Undergraduate Board of Governors Representative shall be elected at the same time and in the same fashion as the Students' Union President and Vice Presidents.
- (5) The Undergraduate Board of Governors Representative shall have access to sufficient administrative resources for the discharge of his/her duties.

## **19. No Force or Effect**

Any decision of Students' Council that is in conflict with federal or provincial statute or with the Common Law is of no force or effect.

### 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-more~~ than ~~sixty-fifty~~ 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-five~~ 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. Students' Council shall approve an operating budget before the beginning of each fiscal 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. In the event that Students' Council does not approve an operating budget before the beginning of a fiscal year, that fiscal year's operating budget shall be identical to the previous year's operating budget until Students' Council does approve an operating budget.~~

March 21/06

April 12/05 – Implemented May 1/05

April 5/05 – Implemented May 1/05

- (3) ~~Students' Council shall approve a net profit or loss for each operational unit not later than March 15 of each year. Students' Council shall approve a set of budget principles dictating the priorities to be enshrined in the operating budget prior to the approval of each operating budget.~~
- (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 Council to the Budget and Finance Committee not later than March 31 of each year. A budget process shall be set out in the standing orders of Students' Council.~~
- ~~(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.

March 21/06

April 12/05 – Implemented May 1/05

April 5/05 – Implemented May 1/05

### Schedule to the Bylaw Respecting Students' Union Finances

<b>Class A Fees</b>				
<i>Reserve</i>	<i>Level</i>	<i>Indexing</i>	<i>Augustana</i>	
Student Involvement Endowment Fund	F: \$0.68 P: \$0.68 S: \$0.00	CPI	Yes	
Eugene L. Brody Fund	F: \$0.34 P: \$0.34 S: \$0.00	CPI	Yes	
Access Fund	F: \$15.75 P: \$15.75 S: \$6.92	Tuition	Yes	
<b>Class B Fees</b>				
<i>Reserve</i>	<i>Level</i>	<i>Indexing</i>	<i>Augustana</i>	<i>Joint Consent</i>
Refugee Student Fund	F: \$0.39 P: \$0.39 S: \$0.00	CPI	Yes	World University Service of Canada Refugee Student Sponsorship Committee
CJSR-FM Fund	F: \$1.71 P: \$0.62 S: \$0.00	CPI	No	First Alberta Campus Radio Association of Directors
Golden Bear and Panda Legacy Fund	F: \$3.43 P: \$3.43 S: \$0.00	CPI	No	University Athletics Board of the University of Alberta
Campus Recreation Enhancement Fund	F: \$3.19 P: \$3.19 S: \$3.19	CPI	No	Recreation Action Committee of the University of Alberta
Student Legal Services of Edmonton Fund	F: \$0.59 P: \$0.59 S: \$0.00	CPI	No	Student Legal Services of Edmonton Board of Directors
Alberta Public Interest Research Group Fund	F: \$2.77 P: \$1.38 S: \$0.00	CPI	No	Alberta Public Interest Research Group Board of Directors
Gateway Student Journalism Fund	F: \$2.73 <del>P: \$1.37</del> <u>P: \$2.37</u> <del>S: \$0.00</del> <u>S: \$0.36</u>	CPI	No	Gateway Student Journalism Society Board of Directors

March 21/06

April 12/05 – Implemented May 1/05

April 5/05 – Implemented May 1/05

## 10. Legislation

- (1) Students' Union bylaws
  - (a) are directives perpetually requiring and/or prohibiting action on the part of the Students' Union;
  - (b) are adopted, amended, or rescinded by two simple majority votes of Students' Council occurring not less than seven days apart; and
  - (c) do not expire.
  
- (2) A Students' Union political policy
  - (a) ~~states the opinions or beliefs of the Students' Union;~~ is a directive to the Executive Committee dictating on what issues Students' Union advocacy efforts should be directed;
  - (b) shall be explicitly tied to a standing committee;
  - (c) requires the Executive Committee to submit an implementation plan to the standing committee to which it is tied;
  - (d) prohibits any person from representing any opinion not expressed by Students' Union political policy as being the opinion of the Students' Union;**
  - (e) is not binding on the Students' Union except as noted;**
  - (f) is adopted, amended, or rescinded on two simple majority votes of Students' Council held not less than seven days apart; ~~and~~
  - (g) ~~expires on a date to be explicitly set out within the Students' Union political policy.~~
  
- (3) Standing orders of Students' Council
  - (a) are ongoing instructions to members of Students' Council and Students' Union staff respecting the manner of execution of Students' Council logistics;
  - (b) are adopted, amended, or rescinded on a simple majority vote of Students' Council or the Council Administration Committee; and
  - (c) do not expire, but shall be reintroduced by the chair of the Council Administration Committee at the first meeting of each year's Students' Council.
  
- (4) General orders of Students' Council
  - (a) are any non-procedural motions of Students' Council that do not adopt, amend, or rescind other legislation; and
  - (b) expire concurrently with the authority of the Students' Council that adopted them unless otherwise specified in the motion.

## 11. Standing Committee Membership

- (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 each consist of seven members of Students' Council.
  
- (2) The Bylaw Committee is consists of five members of Students' Council.

## **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**

~~1. 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:~~

- ~~a. the right to vote in Students' Union General Elections as provided for in Article XII, Section 4 of the Constitution;~~
- ~~a. the right to vote at Special General Meetings of the Students' Union;~~
- ~~a. the right to vote in Students' Union elections, plebiscites and referenda;~~
- ~~a. the right to serve as a member of any Students' Union committee when so delegated by Students' Council;~~
- ~~a. 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;~~
- ~~a. the right to be a member of the Executive Committee or the undergraduate member of the Board of Governors if qualified and properly elected.~~
- ~~a. the right to be a member of Students' Council, if qualified and if properly elected.~~

#### **Honorary Members**

~~1. 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**

~~1. Nothing in this Bylaw shall be taken to limit or revoke any recognized Students' Union privileges not specifically mentioned herein.~~

#### **Extended Membership**

~~1. For the purpose of~~

- ~~i. holding a paid position with the Students' Union which requires membership as a term of employment, or~~

Mar 21/06

April 5/05 – Implemented May 1/05

May 2/01

Nov 23/99

Dec 02/97

May 31/88

~~i. holding membership on Students' Council or a board or committee~~

~~i. a 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.~~

April 5/05 – Implemented May 1/05

May 2/01

Nov 23/99

Dec 02/97

May 31/88

The Students' Union, The University of Alberta  
**Council Administration Committee**

---

21 March 2006 @ 17:15 - SUB 420

**Report to Students' Council (CAC 2005-17)**

Council Administration Committee met for the seventeenth time on 21 March 2006 at 17:15. All permanent members of the committee were present, except the Speaker of Students' Council.

The Chief Returning Officer presented to the committee a salary reform for her position. Upon conclusion of the presentation and a lengthy debate, the committee ultimately decided to decrease the base salary and add four different types of commissions: per candidate in the campus wide election, per plebiscite or referendum, per candidate in the councillor elections, and per by-election. A worst-case scenario was calculated to ensure that the Chief Returning Officer would not be shortchanged. Great care was taken in selecting the values for each commission to ensure fair balance between each condition.

The committee dealt with an order from Students' Council respecting Augustana councillors. After prioritizing the presence of the Augustana councillor in Edmonton at every meeting as opposed to Council holding at least one meeting in Augustana, it was decided that the committee's recommendation back to Council would be to direct the Executive Committee to lobby the University for the necessary funds to accommodate transportation for Augustana councillors.

Several standing orders were amended. The committee felt it was important for transcripts of the audio record to be made available electronically for convenience and efficiency. Votes and proceedings now have a publication deadline similar to that of the order paper: the 3<sup>rd</sup> business day *after* a Council meeting. The Speaker no longer has the authority to arbitrarily arrange the orders of the day prior to the agenda package being published. Orders will appear chronologically or as they are submitted for inclusion on the order paper. The same criteria necessary for adding a late addition to the order paper has been extended for making an order a special order. Oral reports were also eliminated for efficiency sake. This only affects the 2-minute optional oral report. All written report requirements remain unchanged.

The next meeting of Council Administration Committee has yet to be scheduled.

The Students' Union, The University of Alberta  
**Council Administration Committee**

---

21 March 2006 @ 17:15 - SUB 420

**Votes and Proceedings (CAC 2005-17)**

1. Call to Order

The Chair called the meeting to order at 17:23.

2. Approval of the Orders of the Day

Orders of the Day stand approved.

3. Orders from Students' Council

- a. CHAPMAN/CROSSMAN MOVED THAT Students' Council order the Council Administration Committee to investigate ways that Augustana councillors can more easily be involved on council and that they report back to council with recommendations by the March 14, 2006.

KIRKHAM/SCHNEIDER MOVED THAT Students' Council direct the Executive Committee to lobby the University of Alberta for funds to facilitate Augustana councillors attending meetings of Students' Council.

CARRIED (UNANIMOUS)

4. Standing Orders of Students' Council [4000(12)(a)]

- a. Transcription of Audio Record

KELLY/CHAPMAN MOVED THAT Standing Orders of Students' Council be amended by adding a new order that reads:

An unofficial transcript of the audio record shall be published electronically within 9 working days of being recorded.

CARRIED (5/1 SCHNEIDER/o)

12. Transcription of Audio Record

An unofficial transcript of the audio record shall be published electronically within 9 working days of being recorded.

b. Votes and Proceedings Publication Deadline

KIRKHAM/APEROCHO MOVED THAT Standing Orders of Students' Council be amended as follows:

"Votes and Proceedings shall be published the 3<sup>rd</sup> business day after a Council meeting." be inserted at the end of §16.

CARRIED (UNANIMOUS)

16. Record of Votes and Proceedings

A record styled 'Votes and Proceedings' will be compiled from the audio record or minutes of Council consisting of:

- a. All motions moved, and
- b. Any event having legal consequences extending beyond the adjournment of that meeting.
- c. A record of all regulations and decisions approved by Students' Council boards and committees that are required by bylaw to report such regulations and decisions to Students' Council.

Votes and Proceedings shall be published the 3rd business day after a Council meeting.

c. Speaker to Arrange

KIRKHAM/KELLY MOVED THAT Standing Orders of Students' Council be amended as follows:

Replace §21 with "Items shall appear on the Orders of the Day in the order they were submitted to the Speaker."

CARRIED (UNANIMOUS)

21. ~~Speaker to Arrange~~ Order of Business

~~The Speaker will set the initial sequence in which the Orders of the Day will be considered by Council within the confines of the Order of Business. Items shall appear on the Orders of the Day in the order they were submitted to the Speaker.~~

d. Special Orders Restrictions

KIRKHAM/KELLY MOVED THAT Standing Orders of Students' Council be amended as follows:

Renumber §22 to §22(1) while striking the word "or Council" and add §22(2) that reads "Council may designate any Order of the Day a Special Order if it cannot be postponed to a further meeting of Council for resolution without risking serious and detrimental consequences to the Students' Union."

CARRIED (UNANIMOUS)

22. Special Orders

- ~~(1) The Order of Business notwithstanding, the Speaker or Council may designate any Order of the Day a Special Order.~~
- ~~(2) Council may designate any Order of the Day a Special Order if it cannot be postponed to a further meeting of Council for resolution without risking serious and detrimental consequences to the Students' Union.~~

e. Oral Reports

KIRKHAM/CHAPMAN MOVED THAT Standing Orders of Students' Council be amended as follows:

- i. Strike the words "and may be accompanied by a two-minute oral report" from §27.
- ii. Strike the words "which may be accompanied by a two-minute oral report, failure to provide a written report will not preclude an oral report" from §28.
- iii. Strike the words "and may be accompanied by a two-minute oral report" from §34.

CARRIED (UNANIMOUS)

27. Style of Executive Officer Reports

Executive Officer reports will be presented in written form ~~and may be accompanied by a two-minute oral report.~~

28. Style of the Undergraduate Board of Governors Representative's Report

The Undergraduate Board of Governors Representative will report to Council in written form at a minimum following each Board meeting, ~~which may be accompanied by a two-minute oral report. Failure to provide a written report will not preclude an oral report.~~

34. Style of Board and Committee Reports

Board and Committee reports will be presented in written form ~~and may be accompanied by a two-minute oral report.~~

5. Discussion

- a. Councillor Package [2005-17.02]
- b. Tiered Payment Structure for the Chief Returning Officer [2005-17.03]

KIRKHAM/BERGHOFF MOVED THAT Students' Council decrease the base salary for the Chief Returning Officer to \$2500.00 while adding the following commissions:

- i. \$50.00 per candidate in the campus wide election;
- ii. \$200.00 per plebiscite or referendum;
- iii. \$15.00 per candidate in the councillor elections; and
- iv. \$150.00 per by-election.

CARRIED (UNANIMOUS)

- c. Councillor Retreat [2005-17.04]
- d. Non-Voting During a Leave of Absence

The meeting adjourned at 19:33.

The Students' Union, The University of Alberta  
**University Policy Committee**

---

20 March 2006 @ 19:00 - SUB 420

**Chair's Report to Students' Council (UPC 2005-06)**

*Present: Catrin Berghoff(Chair), Mat Johnson, Brendan Trayner, Suneil Khanna, Tim Schneider, Chris Henderson (Guest from the Student Ombudservice)*

I can't believe this meeting actually happened. Huh. Well, the meeting was called to order at 7:05pm. After its long absence, UPC seemed reinvigorated, which is quite a shame considering we really have very little time left to do something. At first, we talked about the cancellation of classes policy for Myer Horowitz, and decided to recommend a policy to council after the next UPC meeting reconfirming the SU's support for class cancellation.

After that, UPC talked about potential policy ideas with our guest, Chris Henderson from the Ombudservice, and split up the work to come up with raw policy suggestions for our next meeting, which will then be amended in committee. Our VP(Academic) Mat Johnson has volunteered to do a little more investigation into these issues(not that we didn't trust our guest's word).

UPC adjourned at 9:05pm. Upcoming meetings are Thursday, the 30<sup>th</sup> of March, and Monday, the 3<sup>rd</sup> of April, both at 5:30pm.

Catrin Berghoff

# MINUTES

2005-10

---

## External Policy Committee

Thursday, March 23, 2006

CALL TO ORDER: Meeting called to order at 5:11 p.m..

ATTENDANCE: Shamanna, Berghoff, Kustra, Crossman, Power, Lewis

ITEMS OF BUSINESS: (e) Other Business:  
i. Meeting Schedule:  
The Chair brought up the idea of a regular meeting schedule for the rest of the semester. It was pointed out that there are only three weeks remaining and that "regular" is rather impossible to attain at this point. Meetings were set for each of the following three weeks:  
Wednesday, March 29, 4:00 p.m..  
Monday, April 3, 4:00 p.m..  
Monday, April 10, 4:00 p.m..  
The Chair will bring a draft of Standing Orders for the Committee to the March 29 meeting.  
(a) Report of the Vice-President (External):  
The VPX's report touched on the U-Pass, the provincial budget, and upcoming events she will be participating in. The floor was opened up and questions were posed for the VPX.  
(c) Review of Existing Policies:  
The Committee instructed the Chair to invite a representative from SFAIC to the next meeting. All members were instructed to review their assigned policies for the next meeting.  
(b) New Policies:  
Crossman brought up the idea of an affordable transit policy to replace the expiring U-Pass referendum. This topic will be discussed again at the next meeting.

ADJOURNMENT: Crossman/Berghoff moved to adjourn.  
(5-0-0)  
Meeting adjourned at 5:57 p.m..

Item “*SC 05-26.18*” is not available in electronic form. Please see 2-900 for a hard copy of the order paper with this document.

Thank you and sorry for the inconvenience.

# ***THE STUDENTS' UNION OF THE UNIVERSITY OF ALBERTA***

## **POLITICAL POLICY STATEMENT**

<i>Policy Number:</i>	<i>Effective Date:</i> <b>January 10, 2006</b>	<i>Page</i> <b>1</b> <i>of</i> <b>1</b>
	<i>Expiration Date:</i> <b>April 30, 2010</b>	
<i>Responsibility for Policy:</i>	<b>Student Life Board</b>	
<i>Subject Matter</i>	- <i>Category:</i> <b>POLITICAL POLICY (GENERAL)</b>	
	- <i>Specific:</i>	
	- <i>Topic:</i> <b>Tobacco Ban</b>	

WHEREAS smoking is currently prohibited in all campus buildings;

WHEREAS tobacco products are addictive and potentially harmful to both the user and those who are around second-hand smoke;

WHEREAS students who currently live in campus residences would not be able to smoke near their home;

WHEREAS the large size of campus would make it prohibitively difficult for students on campus to smoke;

WHEREAS a smoking ban will have negative effects on the mental health of tobacco smokers while on campus;

WHEREAS a campus wide smoking ban does not contain provisions to accommodate student smokers;

BE IT RESOLVED THAT the Students' Union oppose a total ban on smoking on all University of Alberta property.

BE IT FURTHER RESOLVED THAT the Students' Union supports both awareness campaigns highlighting the dangers of tobacco use and cessation support.

### **Policy History:**

	<b>Reference/Vote</b>	<b>Board/Committee</b>	<b>Date of Council Approval</b>
Updated	January 10, 2006	Students' Council	January 10, 2006
Created	September 23, 2003	Students' Council	September 23, 2003

Graeme Wicentowich  
Vice President Finances & Operations  
Engineering Students' Society  
University of Alberta  
March 24, 2006

Members of Council,

Earlier you had approved that the Engineering Students' Society be able to run a referendum asking all undergraduate engineers at the University of Alberta to increase their Faculty Association Membership Fee to \$4.00/semester. The referendum passed with 83.13% in favor and a 16.5% voter turnout.

The ESS requests that the Students' Union, in conjunction with the Registrar's Office, collect this fee for both the fall and winter semesters annually until renewal in 2010. The collected money will then be distributed as follows, unless ratified by a General Meeting of the society:

General Description	Amount (per term)	Approx. total amount per year *
Discipline clubs	\$ 1.00	\$ 6,580.00
Engineering student groups (not including discipline clubs)	\$ 1.00	\$ 6,580.00
Geer Week	\$ 0.20	\$ 1,316.00
Engineer's Handbook	\$ 0.50	\$ 3,290.00
Conferences and Competitions	\$ 0.90	\$ 5,922.00
First Year Orientation	\$ 0.10	\$ 658.00
The Bridge	\$ 0.30	\$ 1,974.00
	\$ 4.00	\$ 26,320.00

\* Based on 3290 on-campus students that do not opt-out

Thanks,

Graeme Wicentowich

Registrar  
University of Alberta

March 21, 2006

To Whom It May Concern:

**Re: Confirmation of Election Results**

Pursuant to resolutions of the Board of Directors of the Engineering Students' Society and a General Meeting of the Society, the following question appeared on the ballot during the ESS General Elections, March 8-9, 2006:

*Do you support the continued collection of a Faculty Association Membership Fee (FAMF)*

*from undergraduate engineering students subject to the following conditions?*

- a. The fee is refundable to any undergraduate engineering student who completes a form stating their wish to receive the refund that semester. The Engineering Students Society will make the form available.*
- b. The fee will increase to \$4.00 per fall or winter semester, from \$3.73 per fall or winter semester with no fee collected in the spring or summer session.*
- c. The fee will support engineering student activities such as discipline groups, non-discipline groups through Engineering Student Groups Fund (ESGF), the Engineer's handbook, GEER week, the Bridge, Engineering Conferences and Competitions Fund (ECCF) and First Year Orientation.*

The results were 414 in favour, 67 opposed and 17 abstentions of 3015 eligible voters (16.5% turnout).

Sincerely,

Di Hughes  
Chief Returning Officer  
Engineering Students' Society

Students' Council  
University of Alberta

March 21, 2006

To Whom It May Concern:

I would like to show my support for the renewal of a Faculty Association Membership Fee for the Faculty of Engineering. Students have shown their support for extracurricular activities through the number of hours that they spend with these projects. I am delighted to endorse collecting money from all students to support these worthy goals, and to encourage students to seek their education outside of the classroom.

The Board of Directors of the Engineering Students' Society voted to support this initiative and put the issue to a referendum of all engineering students. I am proud to say that it was the students themselves that voted in favor of this fee in that referendum. The Engineering Students' Society will not disappoint them, and will ensure appropriate distribution of the funds generated to the purposes outlined in the referendum.

Thank you for your assistance in helping to serve undergraduate engineering students.

Sincerely,

Gary Wicentowich  
President  
Engineering Students' Society

March 27, 2006

To Whom It May Concern:

The Faculty of Law has had a Placement Officer employed ever since the establishment of the Faculty Student Fund in 1997. The position is a critical component of the Law School experience and has been extremely well-received by students for many years. As you know we have an extensive programme to ensure that our students are exposed to all the ways that they can use their law degrees, not just through practice in big firms. This is facilitated by our Placement Officer. In addition the Placement Officer organizes programmes to ensure that our students have the skills necessary to compete effectively in the job market.

When the fee was established in 1997, it was designed to fund not only the position but also related expenses. Today the proceeds of the fee do not even cover the salary and benefits of the position. The balance of salary and benefits, and all other costs of the Career Services Office, are borne by the Faculty out of its own funds: In 2005, the total expenses for the Office were over \$80,000.00 with the \$30,000.00 balance supplied entirely through faculty funds.

As stated in Section 5 of the bylaws, there is no provision for an end date to this fund and the faculty certainly does not intend to request an end to this program. Removal of the Faculty Student Fund will result in the termination of the Career Services Office and critical student services within the Faculty of Law.

Unfortunately, due to administrative changes over the past ten years, the reporting requirements stipulated in the bylaws have not been followed precisely, though our present practice certainly meets the spirit of those requirements. When I became Dean in 2002, the Office was working well and reported directly to me. In the present operation, the Career Services Office reports directly to the Director of Student Services, who in turn reports to me. The Articling Committee continues in their role as student advisors of the Office and has a major impact in the design and operation of the entire programme. At the present time, the Articling Committee, in conjunction with the Career Services Office, is conducting a thorough evaluation of the Office and naturally, we will follow its recommendations in designing the future of the Office. There is no formal operational connection with the LSA Vice-President and President, though it is my impression that over the years the LSA delegated its role to the student-run Articling Committee. In future years, we will circulate the annual report to all members of the committee, not just to the Dean.

Thank you for bringing the bylaws to our attention and please feel free to contact me or Neil Buddel, Director of Student Services at 492.3062, if any further clarification is required.

Sincerely,



David R. Percy, Q.C.  
Dean & W.F. Bowker Professor

cc: Robert Bechtel, Assistant Dean  
Neil Buddel, Director of Student Services