

STUDENTS' COUNCIL

Tuesday, July 8, 2008
Council Chambers 2-1 University Hall

ORDER PAPER (SC 2008-06)

2008-06/1 SPEAKER'S BUSINESS

2008-06/1a Announcements –The next meeting of Students' Council will take place on Tuesday, July 22, 2008

2008-06/2 PRESENTATIONS

2008-06/2a Advocacy and Lobbying – Presented by Beverly Eastham. Sponsored by Beverly Eastham

2008-06/2b Dub5 Presentation- Presented by Adam Rozenhart. Sponsored by Steven Dollansky

2008-06/2c DIE Board Presentation- Presented by Janelle Morin. Sponsored by Janelle Morin

2008-06/3 EXECUTIVE COMMITTEE REPORT

2008-06/3a Executive Committee- June 20th, June 25th, and July 2nd, 2008

Please see document SC 08-06.01

2008-06/4 QUESTION PERIOD

2008-06/5 BOARD AND COMMITTEE REPORTS

2008-06/5a Bylaw Committee

2008-06/5a(i) **CLARKE MOVES THAT** Students' Council, upon the recommendation of the Bylaw Committee, approve Bill #2 in second reading

Please see document SC 08-06.02

2008-06/6 GENERAL ORDERS

2008-06/6a **MORIN MOVES THAT** Students' Council appoint (2) members to the Tribune Selection Committee

2008-06/6b **SAINCHER/ DUBÉ MOVES THAT** Students' Council In the event that in the

2009 campus-wide elections, there is no referendum on a student health plan or the referendum on a student health plan fails, the following applies:

1. There will be faculty-wide referenda in the Faculty of Medicine and Dentistry and the Faculty of Law concerning student health plans for students of those faculties.
2. The referenda will take place in conjunction with councillor elections.
3. The referenda will be overseen by the SU CRO and be conducted to mirror regulations surrounding campus-wide referenda wherever feasible and except as otherwise stated herein.
4. The specific health plans put forward will be chosen by the respective Faculty Associations and approved by the SU executive no less than 30 days prior to the first day of the 2009 council elections, given that the following conditions are fulfilled:
 - a. At least three detailed proposals by three different providers have been presented to the Students' Union Executive by the respective FAs, along with recommendations about which provider and plan to choose, at least 60 days prior to the first day of the 2009 council elections;
 - b. The recommended contract carries no penalty for early termination in the event that a campus-wide health plan is instituted in the future, no matter whether the new health plan contracts with the same provider or a different one; and
 - c. There is an opt-out provision for students who present proof of other health coverage.

2008-06/6c **DOLLANSKY MOVES THAT** Students' Council approve the amendments to the 2008/2009 Students' Union Budget and Budget principles to reflect the addition of SUBspace to the SU's Retail portfolio.

Please see document SC 08-06.03

2008-06/7 **INFORMATION ITEMS**

2008-06/7a Kristen Flath, VP Student Life-Report

Please see document SC 08-06.04

2008-06/7b Informational Update for Students' Council

Please see document SC 08-06.05

2008-06/7c Votes and Proceedings- June 24, 2008

Please see document SC 08-06.06

Executive Committee Report to Students' Council July 8, 2008

- 1. The following motions were passed at the June 20 Executive Committee meeting:**
 - a. DOLLANSKY FLATH MOVED THAT the Executive Committee approve a budgeted expense not to exceed \$1300.00 from budget 521 for the VP External to attend the Partners Conference, August 18-21, 2008 in Halifax, NS.
VOTE ON MOTION 4/0/0 CARRIED
 - b. DOLLANSKY/FLATH MOVED THAT the Executive Committee approve a budgeted expense not to exceed \$5265.00 from budget 611 and 600 for Senior Manager of Services and the Orientation Manager to attend NODA October 31-November 3, 2008 in Boston Massachusetts.
VOTE ON MOTION 4/0/0 CARRIED
 - c. DOLLANSKY/FLATH MOVED THAT the Executive Committee approve a budgeted expense not to exceed \$1985.00 for the Transition Programs Manager to attend the FYE Conference November 8-10, 2008 in Columbia, South Carolina.
VOTE ON MOTION 4/0/0 CARRIED
- 2. There were no motions passed at the June 25, 2008 Executive Committee meeting.**
- 3. There were no motions passed at the July 2, 2008 Executive Committee meeting.**

Principles passed 2008-03/6d of Bill #2
Councillors shall not be remunerated.
Motion: CARRIED

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. 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 Audit Committee,
 - ii. the Awards Committee,
 - iii. the Budget and Finance Committee,
 - iv. the Bylaw Committee,
 - v. the Council Administration Committee,
 - vi. the External Policy Committee,
 - vii. the Grant Allocation Committee, or

April 1, 2008

February 5, 2008

October 30/07

April 18/07

Feb. 13/07

Dec. 5/06

Nov. 7/06

Aug. 22/06

Apr. 10/06

Created Mar. 21/06

- viii. 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) thirty-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) A faculty shall be allocated Councillors for upcoming Students’ Council elections dependant upon that faculty continuing to include undergraduate students in their student body at the time of the election, and in the next academic year.
- (6) Notwithstanding (4), every faculty shall be allocated at least one Councillor.
- (7) If more than thirty-two Councillors are allocated, they shall be revoked from faculties with more than one Councillor in ascending order of remainder until only thirty-two Councillors are allocated.

April 1, 2008
February 5, 2008
October 30/07
April 18/07
Feb. 13/07
Dec. 5/06
Nov. 7/06
Aug. 22/06
Apr. 10/06
Created Mar. 21/06

- (8) If fewer than thirty-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 thirty-two Councillors are allocated.
- (9) 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 thirty-two Councillors, the number of Councillors shall be temporarily increased by the minimum amount necessary.
- (10) 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.
- (11) The Chief Returning Officer shall review the allocation of Councillors before each election and determine if the allocation remains valid. If the allocation is no longer valid the Chief Returning Officer shall re-determine the allocation of Councillors and shall report the re-determined allocation to Students' Council as set out in (10).

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.

April 1, 2008

February 5, 2008

October 30/07

April 18/07

Feb. 13/07

Dec. 5/06

Nov. 7/06

Aug. 22/06

Apr. 10/06

Created Mar. 21/06

- (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.

April 1, 2008
February 5, 2008
October 30/07
April 18/07
Feb. 13/07
Dec. 5/06
Nov. 7/06
Aug. 22/06
Apr. 10/06
Created Mar. 21/06

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 and chair the introductory meeting as soon as practical after all elections have been completed except any portion of the meeting in which the outgoing Speaker is running for re-election.
- (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 (5), 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;

April 1, 2008
February 5, 2008
October 30/07
April 18/07
Feb. 13/07
Dec. 5/06
Nov. 7/06
Aug. 22/06
Apr. 10/06
Created Mar. 21/06

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Deleted: <#>Councillor Remuneration

<#>All voting members of Students' Council, including the Undergraduate Board of Governors Representative but excluding any member of the Executive Committee, shall be considered payees with respect to councillor remuneration.

<#>The annual base rate shall be equal to \$500.00.

<#>Remuneration shall be calculated and dispensed at the end of each installment period:

<#>May – August

<#>September – December

<#>January – April

<#>Payees shall be eligible to receive up to the annual base rate for serving on Students' Council.

<#>A proportional amount of the annual base rate shall be dispensed to payees at the end of each installment period provided that they attend every meeting of Students' Council.

<#>Payees who are not in attendance for one (1) meeting of Students' Council during an installment period shall only be eligible for one half (1/2) of the proportional amount of the annual base rate for that installment period.

<#>Payees who are not in attendance for two (2) or more meetings of Students' Council during any installment period shall not be eligible for any of the proportional amount of the annual base rate for that installment period.

<#>Payees shall be considered present for the purposes of councillor remuneration:

<#>at the first two (2) meetings of Students' Council they fail to attend;

<#>during a leave of absence taken for the purposes of running in a General Election.

<#>Payees shall be eligible to receive up to the annual base rate for serving on at least one Standing Committee of Students' Council with the exception of the Awards Committee.

<#>Payees who are removed from any Standing Committee of Students' Council shall not be eligible for any of the proportional amount of the annual base rate for that installment period regardless of any other Standing Committees of Students' Council on which they serve.

<#>Payees who resign from a Standing Committee of Students' Council shall still be eligible to receive the proportional amount of the annual base rate for that installment period provided they are still serving on at least one Standing Committee of Students' Council.

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Students' Union 4/3/08 9:18 AM

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- (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

Students' Union 4/3/08 9:18 AM
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9. Conduct of Meetings

April 1, 2008
February 5, 2008
October 30/07
April 18/07
Feb. 13/07
Dec. 5/06
Nov. 7/06
Aug. 22/06
Apr. 10/06
Created Mar. 21/06

Students' Union 4/3/08 9:18 AM
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- (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

Students' Union 4/3/08 9:18 AM
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- (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) 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) shall expire, but may be renewed by a simple majority vote of Students' Council
- (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

April 1, 2008
February 5, 2008
October 30/07
April 18/07
Feb. 13/07
Dec. 5/06
Nov. 7/06
Aug. 22/06
Apr. 10/06
Created Mar. 21/06

- (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 Budget and Finance Committee, the External Policy Committee, the Grant Allocation Committee, and the University Policy Committee each consists of seven members of Students' Council.
- (2) The Bylaw Committee 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 permanent members of Students' Council, 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 nonvoting 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.

April 1, 2008
February 5, 2008
October 30/07
April 18/07
Feb. 13/07
Dec. 5/06
Nov. 7/06
Aug. 22/06
Apr. 10/06
Created Mar. 21/06

Students' Union 4/3/08 9:18 AM
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Students' Union 4/3/08 9:18 AM
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- (3) Notwithstanding (1), the Awards Committee shall be chaired by the Vice President (Academic) or designate.

13. **Quorum of Standing Committees**

- (1) The Budget and Finance Committee, External Policy Committee, Grant Allocation 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.

Students' Union 4/3/08 9:18 AM
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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 quorum-counting member of the standing committee has received at least seventy-two hours notice of the meeting, or
 - (b) every quorum-counting 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.

Students' Union 4/3/08 9:18 AM
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April 1, 2008
February 5, 2008
October 30/07
April 18/07
Feb. 13/07
Dec. 5/06
Nov. 7/06
Aug. 22/06
Apr. 10/06
Created Mar. 21/06

- (5) Any permanent member of a standing committee may designate any member of Students' 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 summary of all motions passed by 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.

Students' Union 4/3/08 9:18 AM
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16. Mandates of Standing Committees

- (1) The Audit Committee
 - (a) shall review any Dedicated Fee Unit or Faculty Association for compliance with any funding agreements and contracts held with the Students' Union;
 - (b) shall investigate breaches of contract with the Students' Union;
 - (c) shall monitor the use of all Faculty Association Membership Fess and Faculty Membership;

Students' Union 4/3/08 9:18 AM
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April 1, 2008
 February 5, 2008
 October 30/07
 April 18/07
 Feb. 13/07
 Dec. 5/06
 Nov. 7/06
 Aug. 22/06
 Apr. 10/06
 Created Mar. 21/06

- (d) shall monitor the use of funds allocated by the Students' Union to the Association des Universitaires de la Faculté Saint-Jean;
- (e) 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;
- (f) 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;
- (g) has the authority to approve disbursement of the CJSR FM88 Fund, the Alberta Public Interest Research Group Fund and the Gateway Student Journalism Fund;
- (h) shall annually select the Students' Union auditor
- (i) shall oversee the Students' Union external audit and include it with the Committee's report on the audit to Council;
- (j) shall review the Students' Union's audited financial statements in advance of their presentation to Students' Council;
- (k) shall review all alterations made to the Students' Union's budget for the purposes of verifying compliance with Students' Union legislation;
- (l) shall review for appropriateness and compliance with the Students' Union's budget the transactions of the Students' Union organizational units;
- (m) shall review all expenditures made on Students' Union credit cards;
- (n) shall investigate any inappropriate transactions or significant variances against the Students' Union's budget;
- (o) has the authority to require to appear before it, in a reasonable period of time, any Students' Union employee and/or member of the Executive;

(2) 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.

(3) 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;

April 1, 2008

February 5, 2008

October 30/07

April 18/07

Feb. 13/07

Dec. 5/06

Nov. 7/06

Aug. 22/06

Apr. 10/06

Created Mar. 21/06

- (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.
- (4) 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.
- (5) 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.
- (6) 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;
 - (c) shall receive reports from the Students' Union Executive Committee on its off-campus and tuition-related advocacy activities and evaluate their effectiveness; and
 - (d) can make editorial changes to all political policy under its purview.

(7) The Grant Allocation Committee

April 1, 2008

February 5, 2008

October 30/07

April 18/07

Feb. 13/07

Dec. 5/06

Nov. 7/06

Aug. 22/06

Apr. 10/06

Created Mar. 21/06

- (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 for the Access Fund;
 - (c) shall recommend a budget for the Access Fund to Students' Council on or before April 30 of each year;
 - (d) shall recommend to Students' Council changes to legislation affecting the Access Fund as it considers appropriate or as required by Students' Council;
 - (e) 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;
 - (f) has authority to grant loans to student groups in amounts not exceeding \$1,500 per student group;
 - (g) has authority to make grants of not more than three thousand five hundred dollars from the Eugene L. Brody Fund; and
 - (h) may delegate the granting of funds, with the exception of the Access Fund, 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.
- (8) The University Policy Committee
- (a) shall make recommendations to Students' Council on Students' Union political policy respecting:
 - (i) the business of entities based at 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; and
 - (d) can make editorial changes to all political policy under its purview.
- (9) 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.
- (10) 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

April 1, 2008
 February 5, 2008
 October 30/07
 April 18/07
 Feb. 13/07
 Dec. 5/06
 Nov. 7/06
 Aug. 22/06
 Apr. 10/06
 Created Mar. 21/06

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- (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 as ex-officio representatives of 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).

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April 1, 2008
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- (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.

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**UNIVERSITY OF ALBERTA STUDENTS' UNION
2008/09 FINAL BUDGET**

Name	2008-09 Budget		
	Revenues \$	Expenses \$	Net \$
Administration			
General Administration	\$2,111,692	\$593,846	\$1,517,846
Office Administration	\$23,411	\$723,901	(\$700,490)
Facilities & Operations	\$1,420,352	\$1,015,331	\$405,021
Total Administration	\$3,555,455	\$2,333,078	\$1,222,377
Political/Governance			
Research/Advocacy		\$220,536	(\$220,536)
Exec. Support	\$60,000	\$195,559	(\$135,559)
Students' Council		\$68,303	(\$68,303)
Elections & Referenda	\$1,000	\$68,195	(\$67,195)
Awards Night	\$9,250	\$26,445	(\$17,195)
Academic Affairs		\$50,454	(\$50,454)
Operations and Finance		\$30,216	(\$30,216)
External Affairs	\$9,000	\$68,792	(\$59,792)
Student Life		\$54,933	(\$54,933)
CASA		\$55,463	(\$55,463)
CAUS		\$47,821	(\$47,821)
Total Political/Governance	\$79,250	\$886,717	(\$807,467)
Services			
Services Manager		\$97,268	(\$97,268)
SFAIC	\$3,600	\$132,442	(\$128,842)
Ombudservice		\$47,908	(\$47,908)
Student Distress Center		\$42,356	(\$42,356)
Orientation/CSD	\$240,216	\$290,550	(\$50,334)
Info/Registries	\$115,324	\$269,115	(\$153,791)
Student Group Services	\$22,330	\$92,946	(\$70,616)
Safewalk		\$47,804	(\$47,804)
ECOS	\$3,360	\$41,637	(\$38,277)
Total Services	\$384,830	\$1,062,026	(\$677,196)
Marketing/Media			
Marketing/Media	\$21,910	\$240,687	(\$218,777)
Handbook & Directory	\$106,450	\$107,586	(\$1,136)
Total Marketing/Media	\$128,360	\$348,273	(\$219,913)
Entertainment & Events			
Sub-Programming	\$21,260	\$21,864	(\$604)
Alternative Programming/SUKCP	\$9,000	\$24,979	(\$15,979)
Week of Welcome	\$101,690	\$101,180	\$510
Anti-Freeze	\$15,000	\$15,163	(\$163)
Dinwoodie Lounge	\$139,114	\$130,130	\$8,984
Myer Horowitz Theatre	\$263,775	\$245,707	\$18,068
Total Entertainment/Events	\$549,839	\$539,023	\$10,816
Retail			
SUBtitles	\$288,169	\$239,086	\$49,083
SUBmart	\$676,966	\$540,342	\$136,624
SUBspace	\$25,875	\$8,831	\$17,044
Print Centre	\$836,025	\$716,204	\$119,821
Postal Outlet	\$501,437	\$467,919	\$33,518
Total Retail	\$2,328,472	\$1,972,382	\$356,090
Food & Beverage			
RATT	\$661,309	\$578,744	\$82,565
L'express - Retail	\$685,850	\$579,630	\$106,220
L'express - Catering	\$286,462	\$254,739	\$31,723
Juicy	\$187,354	\$168,129	\$19,225
CramDunk	\$398,049	\$337,760	\$60,289
Power Plant	\$373,617	\$328,388	\$45,229
Total Food & Beverage	\$2,592,641	\$2,247,390	\$345,251
Operating Budget before Capital & Sponsorship	\$9,618,847	\$9,388,889	\$229,958
Capital Expenditures			
Capital Equipment	\$138,444	\$425,631	(\$287,187)
Total Capital Expenditures	\$138,444	\$425,631	(\$287,187)
Total Operating and Capital Budget	\$9,757,291	\$9,814,520	(\$57,229)
Sponsorship			
Sponsorship	\$113,087	\$113,087	\$0
Operating, Capital and Sponsorship Budget	\$9,870,378	\$9,927,607	(\$57,229)
Non-Dedicated Reserves			
Contingency Reserve		\$30,000	(\$30,000)
Project Reserve	\$50,000	\$50,000	\$0
Total Non-Ded. Reserves	\$50,000	\$80,000	(\$30,000)
Total Operating, Capital, Sponsorship & Non-Dedicated Reserve Budget	\$9,920,378	\$10,007,607	(\$87,229)
Add: Mortgage Principle		(\$371,186)	\$371,186
Add: Capitalized Expenses		(\$425,631)	\$425,631
Less: Amortization		\$556,000	(\$556,000)
Total Budget with Amortization Accruals	\$9,920,378	\$9,766,790	\$153,588

SUBSpace
Budget Analysis

8 Month

Budget

2008/09

REVENUE

Rent, Space and Maintenance Revenue

External Rent

6311-000 External Base Rent \$25,875

Total External Rent 25,875

Total Revenue 25,875

Total Cost of Goods Sold 0

Total Gross Profit 25,875

EXPENDITURES

Staff Costs

Wages

8119-100 Commission 1,553

Total Wages 1,553

Government Deductions

8131-100 EI-Hourly 31

8132-100 CPP-Hourly 77

8143-100 WCB-Hourly 5

Total Employee Benefits 113

Total Staff Costs 1,666

Repairs and Maintenance

8211-900 R & M-Other 1,000

Total Repairs and Maintenance 1,000

Supplies

8230-200 Office Supplies-Other 100

Total Office Supplies 100

Total Supplies 100

Marketing, Advertising and Promotion

8322-300 Int. Advertising-Design Other 1,000

Total Marketing, Advertising and Promotion 1,000

Printing and Duplicating

8411-000 External Printing 2,000

8412-000 Internal Printing

Total Printing and Duplicating 2,000

Communications

8655-000 Postage 50

Total Communications 50

Taxes and Licenses

8741-000 Business Tax/Licences 115

Total Taxes and Licenses 115

Space Costs

8840-100 Cleaning-Supplies 400

8840-200 Cleaning-Service 1,200

8850-000 Utilities Expense 1,300

Total Space Costs 2,900

TOTAL EXPENDITURES 8,831

NET PROFIT (LOSS) 17,044

Initial Capital Expense 2,500

NET AFTER CAPITAL 14,544

BUDGET PRIORITIES OF STUDENTS' COUNCIL, UNIVERSITY OF ALBERTA STUDENTS' UNION
FOR THE FISCAL YEAR BEGINNING MAY 1, 2008 AND ENDING APRIL 30, 2009.

This document is intended to serve as an outline of the fiscal priorities of the Students' Union.

1. General

The four key focuses of the Students' Union are

- Undergraduate Student Representation (Advocacy)
- Providing Student Services
- Operating the Students' Union Building
- Operating businesses for the purpose of funding Students' Union activities

Total operating expenditures will not exceed the amount of total operating and fee revenues.

All departments must work within the mandate of the Students' Union.

External entities such as dedicated fee units shall be managed as per existing Students' Union bylaw and any applicable contracts.

Capital expenditures shall be incurred based upon the following criteria:

- Replacement due to wear and tear
- To ensure continued operations of a particular unit
- To enhance the security or functionality of a particular unit
- To strengthen the viability of a particular unit

In the event that one section of this document conflicts with any other section, BFC shall identify such a conflict and propose any necessary changes in the presentation of the final budget.

Unless otherwise noted:

- Operating and fixed costs increase at a rate, relative to the previous fiscal year, commensurate with inflation.
- Activity of the Students' Union will continue in a manner consistent with the precedent set in previous fiscal years.

2. Staff

Staff costs shall increase 5% as specified in the CUPE collective agreement. Managerial staff are entitled to a merit increase of *up to* 4%. Unionized staff are eligible for a merit increase of up to 4%.

3. Fees

Operating, dedicated and capital fees shall increase in accordance with Students' Union Bylaw 3000. The consumer price index will be calculated as 4.1%. Tuition increases will be calculated as 4.6%.

Operating and capital fees shall account for between 15%-25% of overall revenues.

4. Advocacy and Representation

The Advocacy and Representation units of the Students' Union are:

- The Executive Committee and each individual executive member
- Students' Council
- Advocacy department
- Elections
- Awards night

To pursue full membership in the Canadian Alliance of Student Associations contingent upon approval by the 08/09 Students' Council that increased revenue from business operations will supply the membership fee and additional conference costs

Councilors shall not be remunerated

5. Services

The service units of the Students' Union are:

- Info Link
- Orientation and Transition Programs
- Ombudservice
- Student Financial Aid and Information Center
- Student Group Services
- Safewalk
- Student Distress Center
- Handbook
- ECOS

Additional incentives shall be given to SU volunteers

6. Business

The business units of the Students' Union are:

- SUBmart
- SUBtitles
- Print Center
- Cue

- Cramdunk
- Postal Outlet
- Room at the Top
- Dewey's
- L'Express and L'Express Catering
- Juicy
- SUB Rental Operations
- SUBspace

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All reasonable attempts to maximize the profitability of these business units, consistent with the mandate of the Students' Union as a service provider, shall be made.

There will be an average margin increase to non-academic materials of no more than 10%.

The Students' Union businesses shall not run a deficit

7. Entertainment and Programming

The Entertainment and Programming units of the Students' Union are:

- Week of Welcome
- Myer Horowitz Theatre
- Dinwoodie Lounge
- Antifreeze
- High School Leadership Conference
- SU Kid's Christmas Party
- SUB Programming
- Other Entertainment and Programming

For the purpose of the budget principles discussion, programming that takes place in an SU venue that is not specifically mentioned in the above list shall be considered as separate from the entertainment and programming units.

Where possible, all entertainment and programming units should plan to recoup all costs. Either admission sales or sponsorship are acceptable sources of revenue. Exceptions shall be made clear in the presentation of the final budget.

8. Administration, Operations and Support

The administrative, operational and support units of the Students' Union are:

- Marketing
- Sponsorship
- Facilities

- Administration

Any expenditure relating to marketing will be outlined in each individual unit's marketing plan, to be submitted to the executive committee or designate for approval .

Increase visibility of Students' Union businesses and services on the lower level

9. Changes from 07/08 Budget Principals

The Consumer Price Index shall be calculated as 4.1% and Tuition increases will be calculated as 4.6% when calculating increase in Operating, Dedicated and Capital Fees.

Staff costs shall increase 5% as specified in the CUPE collective agreement

Councilors shall not be remunerated

The Students' Union businesses shall not run a deficit

Additional incentives shall be given to Students' Union Volunteers

Increase visibility of SU-run businesses and services on the lower level

To pursue full membership in the Canadian Alliance of Student Associations contingent upon approval by the 08/09 Students' Council that increased revenue from business operations will supply the membership fee and additional conference costs.

[The Students' Union shall operate SUBspace](#)

Council Report 05 – July 08, 2008
Kristen Flath, Vice President (Student Life)

Hello Council,

Here is an update on what has been happening the past couple of weeks.

Student Groups – Janelle and I will be meeting with Carl next week to present a proposal that would involve increasing the resources for Student Groups. We will keep you up to date on the status of this proposal.

Residence – I met with the RHA President to speak about the Residence Services Accomodation and Programming Study (RSAPS) formerly known as the Residence Masterplan. I will be preparing a presentation to Council, hopefully in time for the next meeting. Over the next few weeks we will also be discussing the Administrative Discipline System.

Campus Open Spaces – I met with an advisory committee last week to discuss their plans to make campus easier to navigate. They have some interesting ideas about incorporating more street addresses and breaking campus down into segments to make it easier to navigate.

Emergency Preparedness System – I have had several meetings with the University in regards to a system developed to address emergency communication. The system includes lights and sirens throughout campus, as well as the ability to send messages to students who sign up and provide their information. We have discussed how this system operates and how the University can encourage students to sign up.

Student Life Committees – We had our fifth meeting last week and went on a retreat over the weekend. The retreat gave the committees a chance to get to know each other better, as well as further develop their goals for the year. At our meeting we discussed the design for WoW and coordinator positions for the volunteers. At SLSAC we had another discussion about containers and decided that if we can find a company that carries the containers we would like, we will proceed with the project. If not, we will leave it alone for now and possibly come back to it later. We also started talking about Styrofoam alternatives with a plan to look into them more for next week.

Health Plan – I will be sending the Request for Proposals out this week. The return date for the proposals will be July 25, so in three weeks I will have a chance to look over proposals and get started on evaluating providers.

Peregrine Falcons – There is a baby falcon! One of the eggs has hatched and there is one more that we are still waiting for.

Please let me know if you have any questions. Ask during council, stop by the office, or send me an email at vp.studentlife@su.ualberta.ca.

alena manera
associate VP student life

informational update to council
july 8, 2008

Good evening, council!

This is a written update of the projects that I have been/am working on within the SL portfolio for the remainder of the summer. An update of these will be coming to a council meeting near you at the end of the summer. An outline of my fall term projects will be coming at you in September. Watch yo'selves.

COCA. From June 6-11 I attended the Canadian Organization of Campus Activities' national conference in Ottawa. The conference was informative, educational, and a whole lot of fun. If you have an interest in campus programming and marketing, come see me. I'll be happy to talk shop with you and/or print you a copy of my report.

Week of Welcome. The Week of Welcome Planning Committee (WOWPC) has come up with a theme for WOW. This year's WOW will be named: "100 years from WOW." The focus will be a retrospective view of student life for the past 100 years, while, at the same time, looking forward to our next 100 years. WOWPC, Kristen, Christine Rogerson (Senior Manager of Programming), myself, and the rest of the SL team will be working hard to bring students some fresh and fun events at this year's WOW. We'll be starting our active volunteer recruitment sometime in August. I look forward to seeing you all out for something that I like to call, 'campus community outreach' AKA beer gardens security.

Sustainable 2-900. One of my major projects for the summer will be to build a report of recommendations to "green up" 2-900. This will include encouraging sustainable behaviours from executive and staff, as well as ethical purchasing.

Alcohol Awareness. I am currently working with Christine and Kristen to introduce some alcohol awareness initiatives to our campus. We'd like to assert the importance of having a plan for getting home after a night on the town, and knowing when to draw the line. Also, we'll work on discouraging people from driving under the influence after on-campus licensed events. This might come in the form of an event at WOW, more promotion of the SU's "dry" events (like movie nights), an informational pamphlet, and increased promotion of Parking Services' "Steer Clear" passes.

That's what has been going on, and what will be going on until September. If you'd like me to elaborate on anything, or have any questions, come and see me up in the pod (2-935 SUB), or fire me off an email at avpsl@su.ualberta.ca

Thanks for reading,

A

STUDENTS' COUNCIL VOTES AND PROCEEDINGS

Tuesday, June 24, 2008
Council Chambers 2-1 University Hall

VOTES AND PROCEEDINGS (SC 2008-05)

2008-05/1 SPEAKER'S BUSINESS

2008-05/1a Meeting called to order at 6:03 pm

2008-05/2 PRESENTATIONS

2008-05/2a Executive Pay Review Presentation- Presented by Michael Janz. Sponsored by Michael Janz

JANZ MOVED THAT the presentations be presented

Motion: CARRIED

2008-05/2b Dub5 Presentation- Presented by Adam Rozenhart. Sponsored by Steven Dollansky

DOLLANSKY MOVED THAT the presentation be tabled

Motion: CARRIED (Friendly)

2008-05/2c VP Operations and Finance Update Presentation. Presented by Steven Dollansky. Sponsored by Steven Dollansky

DOLLANSKY MOVED THAT the presentation be presented

Motion: CARRIED

2008-05/2d CAUS Presentation. Presented by Duncan Wojtaszek, Cheri Konsmo, and Beverly Eastham. Sponsored by Beverly Eastham

EASTHAM MOVED THAT the presentation be presented

Motion: CARRIED

2008-05/6b **DOLLANSKY/EASTHAM MOVED THAT** Students' Council appoint (1) member to the Grant Allocation Committee

Speaker's list: Dollansky

Nominations: Murphy, Mastel, Schulz

Nominations closed

Murphy appointed to Grant Allocation Committee

2008-05/6c **FLATH/MASTEL MOVED THAT** Students' Council appoint (2) members to sit on the Health Centre Advisory Group

Speaker's list: Flath

Nominations: Mastel, Kusmu, Cloutier, Hlady

Nominations closed

Mastel and Cloutier appointed to the Health Centre Advisory Group

2008-05/3 **EXECUTIVE COMMITTEE REPORT**

Oral report from VP External Eastham

2008-05/4 **QUESTION PERIOD**

Question Period extended 15 minutes

2008-05/6 **GENERAL ORDERS**

2008-05/6a **FLATH/MORIN MOVED THAT** Students' Council direct the Executive Committee to investigate the feasibility of a general student health plan and to report back to Students' Council no later than October 31, 2008.

Speaker's list: Flath, Geller

GELLER/COUNCILLOR MOVED THAT Students' Council move into informal consideration

Hnatiuk objects

Motion: FAILED

Speaker's list: Hnatiuk, Prokopiuk

JANZ MOVED THE previous question

Motion: CARRIED

Main Motion: CARRIED

MASTEL/ SCHULZ MOVED TO adjourn

Motion: CARRIED

Meeting adjourned at 7:53 pm