

**Tuesday, November 17, 2020**  
**6:00PM**  
**Zoom**

We would like to respectfully acknowledge that our University and our Students' Union are located on Treaty 6 Territory. We are grateful to be on Cree, Dene, Saulteaux, Métis, Blackfoot, and Nakota Sioux territory; specifically the ancestral space of the Papaschase Cree. These Nations are our family, friends, faculty, staff, students, and peers. As members of the University of Alberta Students' Union we honour the nation-to-nation treaty relationship. We aspire for our learning, research, teaching, and governance to acknowledge and work towards the decolonization of Indigenous knowledges and traditions.

## ORDER PAPER (SC-2020-15)

- 2020-15/1      SPEAKERS BUSINESS
- 2020-15/1a      Announcements - The next meeting of Students' Council will take place on **Tuesday, November 24, 2020 at 6:00PM (special meeting)** via Zoom.
- 2020-15/2      PRESENTATIONS
- 2020-15/2a      **KIDD MOVES TO** allow for a presentation from the Campus Food Bank.  
  
See SC-2020-15.10
- 2020-15/2b      **AGARWAL MOVES TO** allow a presentation by Alana Krahn on the Myer Horowitz Theatre renewal project process and background.  
  
See SC-2020-15.11
- 2020-15/3      EXECUTIVE COMMITTEE REPORT
- 2020-15/4      BOARD AND COMMITTEE REPORT
- 2020-15/5      OPEN FORUM
- 2020-15/6      QUESTION PERIOD
- 2020-15/7      BOARD AND COMMITTEE BUSINESS
- 2020-15/7a      **DRAPER MOVES TO** appoint Edward Tiet, Catrina Shellenberg, and Francine Yuheng Zhou to the General Faculties Council.  
  
See SC-2020-15.06
- 2020-15/7b      **DRAPER MOVES TO** appoint Maddy Tupper to the Sustainability and Capital Fund Committee.

- See SC-2020-15.07
- 2020-15/7c **BID MOVES TO** appoint 3 members of the UASU council to the Committee on Refugee Students' Affairs.
- See SC-2020-15.08
- 2020-15/7d **AGARWAL MOVES TO** recognize the International Students' Association (ISA) as a Student Representative Association under Bylaw 8100.
- See SC-2020-15.09
- 2020-15/8 GENERAL ORDERS
- 2020-15/9 INFORMATION ITEMS
- 2020-15/9a Executive Committee Reports
- See SC-2020-15.01-05
- 2020-15/9b Council Submissions.
- See SC-2020-15.06-09
- 2020-15/9c Presentations
- See SC-2020-15.10-11
- 2020-15/9d Students' Council - Motion Tracking
- See SC-2020-15.12
- 2020-15/9e Students' Council - Attendance
- See SC-2020-15.13
- 2020-15/9f Students' Council, Votes and Proceedings (SC-2020-14) Tuesday, October 20, 2020
- See SC-2020-15.14

**Date:** November 17, 2020  
**To:** Students' Union Council  
**Re:** President 2020/21 Report #14

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Dear Council,

I want to give a quick update on how the Executive team is fighting for student priorities in the academic restructuring process.

Earlier this year, we saw the provincial government impose sweeping cuts that are causing the elimination of more than a thousand full-time jobs at the University of Alberta alone. The University faces unprecedented pressure to cut costs and jobs while meeting the rapidly-changing demands of the COVID-19 pandemic. Student leaders, universities, colleges, and staff associations across Alberta have fought to slow or reverse these cuts as much as possible. This is a critical time to make sure the University hears and respects students' voices.

Over the past few months, the University has engaged in an ambitious restructuring project, the University of Alberta for Tomorrow initiative. UAT is a complicated, opaque process with the potential to improve and/or damage the student experience in any number of ways. We successfully pushed for undergrad and grad student representation on the Academic Restructuring Working Group, where I've been making your input unavoidable for decision-makers.

The Executive team has pushed the University on top student priorities, and we're starting to see results.

We've strongly supported preserving the identity and autonomy of faculties, especially Campus Saint-Jean, Augustana, and the Faculty of Native Studies. We're pleased to see the current scenarios respect our input on this.

We've consistently pushed to preserve and strengthen access to academic advisors, including Indigenous academic advising services. We're happy that the Provost has publicly stated that keeping advisors in faculties is a priority. At Students' Council, at the Council of Faculty Associations (COFA), and on social media, students are deeply concerned about front-line student services (counseling, advising, sexual violence response, etc.), plus impacts at the department and program level, and equity, diversity, and inclusion (EDI). We're urging University administrators to actively seek out and hear students' voices on

these issues and more. That means the University needs to work harder to inform, engage, and listen.

While we continue to oppose the cuts that put the University in this position, we hope that the UAT process will also bring some benefits for students. We hope the University can enhance efficiency and interdisciplinary opportunities in ways that focus on the student experience.

We want to hear more from students, so we're running a virtual town hall with the Graduate Students' Association on November 23rd from 12:00PM - 1:00PM. We promise to take your input and concerns to the University at the highest levels.

Meanwhile, we and our partners across Alberta are still fighting the root cause of the problem: the provincial government's unprecedented cuts. We hope the University finds stable funding and sees as little damage to the student experience as possible.

My office hours are by appointment, please email me at [president@uasu.ca](mailto:president@uasu.ca) and I would love to meet virtually with you.

Yours Sincerely,



**Joel Agarwal**

University of Alberta Students' Union President

**Date:** 17/11/2020

**To:** Students' Union Council

**Re:** Vice President Academic 2020/21 Report #14

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Howdy Council!

It's been a little while, and a lot has happened since we last met. Please find a brief overview of what I've been up to below. If you have any questions, feel free to ask during Question Period!

#### **Landing Advisory Committee**

- The landing advisory committee had its orientation! We will be presenting at council before the end of the semester to introduce you to the fantastic team of passionate advocates we have this year

#### **AB 2030 Open Ed Submission**

- Michael McNally and Myself submitted our AB2030 submission to the McKinsey Panel. This ended up fantastic document citing the many ways a provincially funded OpenEd office would benefit students

#### **Open Ed Policy**

- Inspired by the AB 2030 submission and the Open Ed 2020 conference I decided to start work on a UASU Open Ed Policy. Currently Councillors Fotang and Batycki have signed on to help with it.

#### **CoFA townhall**

- Bill Flanaga, Steve Dew, and Rob Munroe all came for a Cofa specific discussion on academic restructuring. There was some fantastic engagement from the FAs and some very important questions.

#### **Calendar Revisions**

- I have been working with the University Calendar Editor in order to set a standard for Work Integrated Learning course outlines in the university Calendar. The goal with this is to explicitly tie in supports for students to these programs to help deal with discrimination, harrasment and sexual violence.

Program Support Team

#### **NSSA meeting**

- Met with the new NSSA executive team to help them get started for the new year. Discussed the vacant FNS seat on GFC and are in the process of working with them to fill this vacancy.

#### **Meeting with the Registrar**

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**David Draper, Vice President Academic**

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- Met with the Registrar's office to discuss the importance of a ban on online proctoring as well as a compassionate grading policy in place for the fall semester. I also talked about the importance of expanding the gender declaration form for undergraduate admissions and now serve on the Undergraduate Working Group on Admissions Transformations in order to push for more change in the admissions process.

### **GFC Onboarding**

- I have been meeting with the new undergraduate members of GFC to ensure that they are up to speed on what has happened yet this term and to ensure they feel supported in their advocacy.

### **Alberta Student Leaders Summit**

- I have been working with the Lead Centre on ASLS this year and i am please do announce that we will be credentialing the conference, and offering a variety of pathways through the summit in order to receive credentials.

### **Open Ed Conference**

- As i am writing this report I am also attending the Open Ed 2020 conference. I have been working as a member of the Conference DEI team since july and am also serving as a Code of Conduct Officer. This conference has been a fantastic learning opportunity and i am taking lots of notes. If youre interested in reading about some sessions, let me know and id gladly share my notes with you.

### **Project deep dive: Online Proctoring and Compassionate Grading.**

I have been working quite intensely to ensure that the university takes our push for a ban on online proctoring seriously. I have raised the various issues consistently across my one on one meetings with the office of the provost and vice provosts. Similarly I have been raising the issue at the General Faculties Council. We believe the use of online proctoring software is a violation of the university's duty to accommodate policy as it disproportionately discriminates against students on protected grounds. Alongside our push for an online proctoring ban we are pushing for a compassionate grading policy for the fall semester. This push is based off of Carleton University's policy, however we acknowledge the importance of a U of A based solution. One such solution we are pushing for is the extension of the Withdrawal deadline for courses in order to allow students more time to withdraw from a course should they need to.

As always, please never hesitate to reach out!

**David Draper**

*David Draper*

University of Alberta Students' Union Vice President Academic

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**David Draper, Vice President Academic**

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**Date:** 11/17/2020

**To:** Students' Union Council

**Re:** Vice President Operations & Finance 2020/21 Report #14

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Dear Council,

It has been almost a month since we have seen each other, and it has felt like one of the busiest yet - that, or I'm tired, or both. It's sad to see the COVID case numbers rising; I have taken my plants home from the office in case of a lockdown. I hope that your reading week was pleasant and restful!

## **Transit Updates**

### **UPass Update: Almost official**

I am very pleased to finally be allowed to provide Council with an update on the outcomes of the UPass negotiations for the 2021-2025 contract, which are just wrapping up.

Here are the key highlights (and some context):

- \$180 per semester, for all four years of the contract
  - This is the current UPass price, were COVID not preventing the program's use
  - There has never before been a UPass contract without a price increase
- Expanded exemptions\*
- Around \$30,000 in financial aid for students who need it most, in the 2021 year

\*Details about exemptions are still being drawn up under the agreement in principle, so details may change. Exemptions are being expanded under this contract to include students over the age of 64, students on AISH (Assured Income for the Severely Handicapped), and those whose primary residence is an exceptional distance beyond the transit service areas of the outlying UPass municipalities.

### **Winter Transit: Seeking improvements for International students**

As Council may know, ETS has insisted on continuing with the current COVID alternative to the UPass program: temporary student access to the Ride Transit Program and to Youth fare rates regardless of age.

However, we are working on a plan with the Registrar's Office and ETS to make it so that International students who do not have access to required documentation can use needs-based funding approvals/eligibility as proof of low income. We will keep you updated on this plan, which is subject to ETS' final approval.

## **Sustainability & Capital Fund**

### **Green Fund**

The Sustainability & Capital Fund empowers students to have a direct impact on the sustainability and accessibility of campus through the Green Fund: a portion of SCF set aside for student and student group projects. The SCF Committee has been working to create a meaningful application and adjudication process for Green Fund projects. We are hoping to launch our first call for projects at the beginning of December, and conduct our first ever round of adjudications in mid- to late-January!

### **Capital Projects**

Council will hear much more about SCF and capital projects in my presentation at this meeting. Suffice to say that the SCF Committee has created a list of adjudication questions that reflect students' sustainability priorities and objective needs, after much hard work and discussion.

### **Projects by FNMI Students or Featuring FNMI Content**

The SCF Committee was fortunate to hear a presentation by one of our members, who is our dedicated member from Aboriginal Students' Council. Beth gave the Committee a great resource for considering Indigenous perspectives on sustainability and conservation. One of the results of this discussion was the decision that students who choose to identify as First Nations, Métis, or Inuit in their Green Fund application should be invited for a discussion with the Committee if their definition of sustainability differs from the Committee's in such a way that the application might be turned down. This is to ensure that Indigenous perspectives on sustainability are respected, and that FNMI students are given an equitable opportunity to enrich our campus.

As for projects featuring Indigenous content, consultation will be done with the applicant to determine if the Indigenous culture(s) or nation(s) which they are representing in their project are their own. The aim of this measure is to ensure that the Committee is not endorsing projects that engage in appropriation of Indigenous cultures.

## **Other Noteworthy Happenings**

There are many meetings that have happened since I have last seen you. Please don't hesitate to let me know if there is anything you would like to know about!

As always, if you have any questions about the contents of this report, or simply want to talk, please feel free to reach out! Stay safe and healthy.

All the best,

**Alana Krahn**

University of Alberta Students' Union Vice President (Operations & Finance)

**Date:** 12/11/2020

**To:** Students' Union Council

**Re:** Vice President Student Life 2020/21 Report #13

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Hello council!

I hope you are doing well! I hope your reading week was restful and productive.

### **Council Engagement Opportunities**

We have been working hard on these. I want to thank all of the councillors who have given their time. I am hoping they will be finished, updated and translated soon. It is not too late if you are interested in being involved.

### **Campus Sexual Violence Training Update**

I have now finished my training for Alberta Association of Sexual Assault Services Online First Responder Training. I am really happy I took this training and encourage you all to if possible.

### **Sexual Violence Website Update**

I have met with André Costopoulos, the Dean of Students, and he has shared a draft of the new sexual violence website with me. It is still not publicly available as they are making final edits. This new website will be so much more helpful and informative for survivors. Our advocacy on this topic came directly from survivors and I am pleased we were able to get this change for them and future students. I will share when this is publicly available.

### **Sexual Violence and AASUA**

President Agarwal and I have met with AASUA numerous times over the past weeks to discuss campus sexual violence. These meetings have been going well and we are looking to present to their Executive Committee or EDI committee. I will keep you all updated as these meetings progress.

### **Partnership with the Peer Support Centre and ISA:**

In response to the situation in Nigeria, the ISA and the PSC were able to partner together to offer special sessions for impacted students. These involved having a supportive listener present and allowing for group conversations. These were well attended and I am glad we were able to partner with the ISA to properly address these students' needs.

**Suicide Prevention Framework Review**

I have completed the policy review framework with my team that I mentioned last council. We made recommendations for all the policies we covered. I specifically prioritized ensuring there are culturally inclusive supports available. Next we will meet as a whole committee to discuss moving forward.

**Annual General Survey**

Our annual general survey is out now! I strongly encourage you all to take it as well as share it with as many relevant people and groups as possible. On the student life side, it features the questions for the campus policing policy, Identity Matters 3 and questions around campus sexual violence. This survey is extremely important to our advocacy efforts.

**UASU Townhall on Academic Restructuring**

We will be hosting our own townhall about Academic Restructuring. It will feature President Agarwal, VP Draper, GSA President Waddingham, and me. We will be giving an overview and answering questions. It will be held Monday November 23rd at 12pm. Check out our social medias for more information.

**Department of Sociology Townhall on Academic Restructuring**

I, along with VP Draper, will be participating in a townhall about the impacts of academic restructuring. This will be Friday November 20th at 3pm. I will be focusing on the impacts of academic restructuring on student life at the U of A.

**CORA Updates**

Currently CORA is working to apply for the residence improvement fund. This fund is set aside for CORA every year though this year the timeline has been slightly relaxed. I will let you all know what projects are approved, We are also working on our advocacy around future meal plans and rental rates. I will keep you all updated as this becomes public.

**December 6th Memorial Event**

VP Krahn, one of our staff members and I will be participating in the collaborative National Day of Remembrance and Action on Violence Against Women. Specifically, the memorial service for the women killed at the Ecole Polytechnique. Once the date, time and link access is set, I will send them along to council. I strongly encourage you all to attend and honour this date.

**Dean of Students' Review Committee**

I have been working on the committee that is reviewing the Dean of Students along with Councillor Degrano and Councillor Yabut. This is extremely closed so there is very little I can tell you however, our final committee meeting is Tuesday, November 17, so feel free to message me any feedback before then.

I know this has been a tough semester but you are all resilient, strong and capable. If you ever need to discuss anything, I am always here to talk.

Cheers,

**Katie Kidd**

University of Alberta Students' Union Vice President Student Life

**Date:** 11/17/20

**To:** Students' Union Council

**Re:** Vice President External 2020/21 Report 11/17/20

Hello Council,

I hope you all enjoyed your reading week and your midterms have gone well. I'm mostly sad because this is the end of my road biking season, and with gyms closed, it's harder to stay motivated to keep fit. But, with the announcement of the Pfizer vaccine last week, there seems to be some hope we might be on campus in person next fall! Let's all keep our fingers crossed and hope all our favourite in-person activities can return next year.

### **MP Advocacy Meetings**

President Agarwal and I have been participating in the Canadian Alliance of Student Associations digital advocacy month. You can check out #digitalstudentsonthehill to see some of our work on Twitter. I've met with MPs Leah Gazan (Winnipeg Centre), Mike Lake (Edmonton Wetaskiwin), Greg Fergus (Hull-Aylmer), and Salma Zahid (Scarborough Centre). We also have a full slate next week!

Our advocacy priorities at CASA for the year include expanding the Apprenticeship Incentive Grant so that apprentices can get funding to buy tools in the first year of their program, maintaining \$83 million in one-time pandemic mental health funding benefitting Indigenous students, including co-ops and work-integrated learning automatically in international students' study permits, and expanding research



**Rowan Ley, Vice President External**

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granting agency funding to provide a higher ratio of student research grants.

### **Alberta 2030 Engagement**

The Alberta 2030 post-secondary review is continuing (and arousing some controversy). We expect to get the recommendations in mid-December. President Agarwal and I, as well as ASC VP External Beth Blanchette and ISA President Chanpreet Singh, participated in student roundtable discussions last week. We continue to work to influence the direction of the review to be as student-friendly as possible. I have also been continuing to participate in Guiding Coalition meetings.

I mentioned that the review was stirring a bit of controversy. Check out these two blog posts by Alex Usher. Mr. Usher is the most notable Canadian post-secondary commentator and consultant. While I'm not qualified to confirm what he says, his perspective on the review and its cost is interesting.

<https://higherstrategy.com/how-the-alberta-pse-re-think-going-part-1/>

<https://higherstrategy.com/how-the-alberta-pse-re-think-going-part-2/>

### **Provincial Action on Campus Sexual Violence**

I have been working quite hard in the last few weeks to push sexual violence action to the top of the agenda in the Advanced Education department. I sent a letter and met in late October with the Department's stakeholder relations team, and did my best to explain why urgent action was required this year. We set up a follow-up meeting with myself and the chairs of the other two major provincial student groups to discuss further, and we were able to get a plan created for the process in the next months. We divided up our proposals into two categories-- things we can deal with now, and things that require more careful research and development. We expect in the next few weeks to see a list of short-term policy measures they can implement this year, and a long-term plan for more complex aspects like training and consent culture. I'll be able to give more specifics once the announcement is made, but this is very exciting and is a big step forward on sexual violence advocacy.

Have a great week!



University of Alberta Students' Union Vice President External

**Rowan Ley**

## 2020-21 - Council Submissions

### UASU Students' Council Agenda Submission

**Council Meeting Date** Tuesday, November 17, 2020

**Mover** Draper

**Email** David.draper@su.ualberta.ca

**Action Requested** [Approval](#)

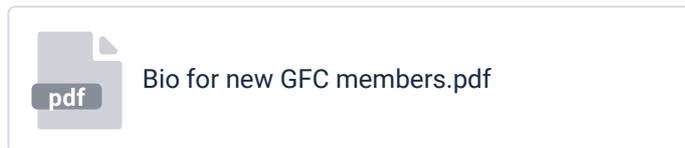
### Approval

**Motion** Moves to Appoint Edward Tiet, Catrina Shellenberg, and Francine Yuheng Zhou to the General Faculties Council

### Abstract

The aforementioned individuals have been elected by their faculty association and ratified by the UASU nominating committee to serve on the General Faculties Council.

### Attachments



The following individuals have been elected by their faculty to serve on the General Faculties council as representatives. These individuals have been ratified by the UASU nominating committee, and all required information for the General Faculties Council team has been provided. Should these individuals be ratified by Students' Council, this will be the first time in which all education seats on GFC have been filled in at least fifteen (15) years. With the vote on academic restructuring fast approaching it is imperative that faculties have strong representation.

Thank you for your consideration.

1. **Edward Tiet**
2. Secondary Education (math major, general sciences minor), 2nd year undergraduate
3. My name is Edward Tiet, and I am currently in my second year in secondary Education. I am interested in how student governance works at the University, and I wanted to take part of GFC to express my interest for advocating for my faculty. Aside from that, I like to eat and sleep whenever I can.

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1. **Catrina Shellenberg**
2. Elementary Education - first year
3. I'm starting my journey to becoming a teacher after taking three years off of school to ski and enjoy the mountains as much as possible. I love climbing, hiking, camping, or really anything outdoors! I love being a leader and am wanting to get involved with GFC to develop my leadership skills and to make sure the Education faculty has a voice!

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1. **Francine (Yuheng) Zhou**
2. Secondary education (social studies major, esl minor) - 4th year
3. Hi everyone, my name is Francine Yuheng Zhou, and I am a fifth year Secondary Education student at the University of Alberta. I am currently the Graduation Commissioner of the Education Students' Association, and I am thrilled to be a part of the General Faculties Council because I want to make sure students' voices are heard when decisions about their education are made.

## 2020-21 - Council Submissions

### UASU Students' Council Agenda Submission

**Council Meeting Date** Tuesday, November 17, 2020

**Mover** Draper

**Email** David.draper@su.ualberta.ca

**Action Requested** [Approval](#)

### Approval

**Motion** Draper Moves to Appoint Maddy Tupper to the Sustainability and Capital Fund Committee

### Abstract

The Nominating Committee sent out a call for applications to fill the vacant spot on the Sustainability and Capital Fund Committee. We received one application and have found the individual to be a strong candidate.

### Attachments



Bio For SCFC applicant .pdf

Maddy Tupper has been selected by the UASU nominating committee to serve as a student at large for the Sustainability and Capital Fund Committee. She is a second year Bachelor of Commerce student with a passion for the environment and for sustainability. She has an interest in the intersectionality of the environment and humanitarian issues and the impacts of climate change breaking down along societal inequalities. Maddy comes with diverse work and volunteer experience, both on and off campus. It is the opinion of the Nominating Committee that she would be a strong addition to the Sustainability and Capital Fund Committee

## 2020-21 - Council Submissions

### UASU Students' Council Agenda Submission

This form is intended to be used by members of Students' Council to submit items for Council meetings.

**Council Meeting Date** Tuesday, November 17, 2020

**Mover** Bid

**Email** bid@ualberta.ca

**Action Requested** Approval

### Approval

**Motion** Bid moves to appoint 3 members of the UASU council to the Committee on Refugee Students' Affairs.

### Abstract

University of Alberta International Students' Association (UAISA) would like to officially request University of Alberta Students Union Council (UASU Council) to appoint three (3) members of UASU Council to the Committee on Refugee Students' Issues (CRSA).

### Consultation and Stakeholder Engagement

1. CRSA is being set up to have an extensive discussion on the representation of the refugee students.
2. This committee is being jointly formed by the UAISA and the UASU Council.
3. The committee was proposed and agreed upon during the public board meeting hosted by UAISA.

### Next Steps

Names of appointed councillors will be forwarded to UAISA to inform them of the new committee members.

### Attachments



Committee on Refugee Students' Issues (CR...



University of Alberta

# INTERNATIONAL STUDENTS' ASSOCIATION

Date: November 13, 2020

## **Committee on Refugee Students' Affairs (CRSA)**

University of Alberta International Students' Association (UAISA) would like to officially request University of Alberta Students Union Council (UASU Council) to appoint three (3) members of UASU Council to the Committee on Refugee Students' Affairs (CRSA). UAISA Councils and board has officially passed the formation of CRSA.

### **Background:**

1. CRSA is being set up to have an extensive discussion on the representation of the refugee students.
2. This committee is being jointly formed by the UAISA and the UASU Council.
3. The committee was proposed and agreed upon during the public board meeting hosted by UAISA.

### **Mandate:**

1. The committee shall conduct discussions on the representation of the refugee students.
2. CRSA shall explore possible ways to accommodate and find an equitable representation mechanism of the refugee students within ISA.
3. CRSA shall also explore possibility of setting up an independent student group for the refugee students.
4. CRSA shall have extensive discussions with all internal and external stakeholders to propose the best mechanism keeping refugee students' interest's top priority.
5. CRSA shall ultimately propose final suggestion report to the UASU and UAISA.

### **Composition:**

1. Three (3) members of the UAISA,
  - a. One (1) member from ISA Board.
    - i. Appointed by ISA Board.
  - b. One (1) member from the ISA's Undergrad Council.
    - i. Appointed by ISA's Undergrad Council.
  - c. One (1) member form the ISA's Graduate Council.
    - i. Appointed by ISA's Graduate Council.
2. Three (3) members from the UASU Council.
  - a. Appointed by the UASU Council.
3. Nine (9) refugee students-at-large members



University of Alberta

# INTERNATIONAL STUDENTS' ASSOCIATION

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- a. UAISA/UASU appointed members of the committee as per Composition, point 1 and 2 shall decide the mechanism for the appointment of student-at-large refugee members.

**Operations:**

1. CRSA shall decide its meeting schedule and frequency.
2. ISA Manager shall organize the meetings of the committee and ISA's Student Governance Officers shall take meeting minutes.

**Reporting:**

1. The CRSA shall report directly to the UASU Council, ISA Board, ISA Grad and Undergrad Councils.

## 2020-21 - Council Submissions

### UASU Students' Council Agenda Submission

**Council Meeting Date** Tuesday, November 17, 2020

**Mover** Agarwal

**Email** president@uasu.ca

**Action Requested** Approval

### Approval

**Motion** AGARWAL MOVES TO recognize the International Students' Association (ISA) as a Student Representative Association under Bylaw 8100.

### Abstract

The University of Alberta International Students' Association (UAISA, referred to as ISA) is submitting its proposal to become a Student Representative Association (SRA) as per UASU Bylaw 8100. The ISA has also attached its legislatures, i.e. constitution and bylaws for the councils' reference and ISA will give a presentation to the council to support its proposal to become an SRA.

### Attachments



ISA SRA Submission Nov 12, 2020.pdf



University of Alberta  
INTERNATIONAL STUDENTS'  
ASSOCIATION

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University of Alberta  
International Students' Association (UAISA)

Submission to the University of Alberta Students'  
Union (UASU) for  
Student Representative Association (SRA) status.



University of Alberta  
**INTERNATIONAL STUDENTS'  
ASSOCIATION**

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**ISA UPDATES:**

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The ISA at the University of Alberta has always supported and worked for the needs of the international student community and will continue to do so. These are a few highlights of the work done by ISA in the last one month.

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**SUPPORT SERVICE FOR NIGERIAN STUDENTS:**

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- a) ISA and Peer Support Center collaborated to create a dedicated support service for Nigerian students, in view of the recent unrest in Nigeria.
- b) Students were provided a safe space by ISA Volunteers from Nigeria and PSC volunteers to talk about their feelings and to be comfortable in opening up.
- c) The ISA President, VP External, VP SL and UASU VP SL worked on creating and providing this service over a very short period of time.
- d) ISA is also working with the Dean of Students and ISS, to monitor the situation and provide right messaging to the UofA students currently in Nigeria.

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**ALBERTA 2030**

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- a) ISA was invited by Mckinsey for a round table discussion on Alberta 2030. The ISA President, VP External, VP Graduate Affairs, UASU President, and UAGSA President all attended the roundtables.
- b) ISA met with the Ministry of Advance Education directly to advocate for permanent residency streams for international students.
  - i) The UASU VP External is working on this through the guiding committee and other fronts.
- c) ISA is preparing it's submission for the Ministry after consultation with UASU and UAGSA.



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SET INITIATIVE

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- a) ISA met with the SET Team directly to discuss the impact of SET on the services provided by the international center, i.e International Students Services.
- b) The ISA President also raised these concerns actively in COSA and is working with the UASU President to raise this issue on all fronts.
- c) Currently ISA is working with UAI to preserve these services and is also sending constant updates to the admin.

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CHALLENGES WITH ONLINE LEARNING.

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- a) ISA formally raised its concerns regarding online learning with the University Registrar, Vice President Academics, and Dean of Students via Council on Students' Affairs.
- b) Key highlights were all lectures not being recorded, participation grades, and extensive use of SEM.
- c) Currently work with the UASU VP Academic and Dean of Students is underway to send communication to students informing them about their rights and ways to solve above mentioned problems under the accommodation policy of UofA.

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CANADIAN ALLIANCE OF STUDENT ASSOCIATIONS (CASA)

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- a) ISA and UASU are working jointly to create an international students' advisory committee in CASA.



# INTERNATIONAL STUDENTS' ASSOCIATION

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## ISA AND UASU COUNCIL MEETING

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### ACTIONS TAKEN ON CONCERNS

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#### REFUGEE STUDENTS' REPRESENTATION

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ISA held a public board meeting to have an open discussion on the representation of the refugee students. The participants of the meeting decided that the best course of action will be to make a committee that could have an extensive discussion on the representation of refugee students, and thus ISA has created "Committee on Refugee Students' Affairs" (CRSA). The goal of this committee is to have a more detailed discussion on refugee students' representation and propose the best possible solution to the ISA and the UASU. The committee consists of three members from ISA, three members from the UASU Council, and nine refugee students-at-large. Our Councils' have passed the motion to create this committee and UASU Council has been officially requested by ISA to appoint three members.

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#### ELECTION OF ISA EXECS

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UASU Council informed ISA about its concerns regarding the selection committee, thus we changed our structure and removed the selection committee and instead decided to elect execs in our council meeting. Few UASU Councillors informed ISA about their disagreement with this mechanism, thus ISA readdressed the whole situation, changed our election mechanism and decided to elect ISA Execs in the election Forums. ISA was again informed by the UASU Bylaw Committee that elections during the election forum were yet not a satisfactory solution, as international students shouldn't have any barrier to elect execs. This then led the ISA to change its bylaws and constitution to do open elections, same as UASU Exec Elections. Thus, now ISA has open elections for Execs and Councils, same as the UASU, and our Bylaw 400 was drafted with consultation of UASU. ISA now has an open election system in accordance with the UASU council's interest.



# INTERNATIONAL STUDENTS' ASSOCIATION

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## POSSIBILITY OF A SINGLE GROUP DOMINATING ISA AND IMPORTANCE OF PRESERVING A DIVERSE ISA.

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We are considering this concern really seriously, thus ISA has decided to book a time slot in our council meetings to have a mandatory regular discussion on this issue in every council meeting. ISA has also tasked the Standing Council Committee of our Councils to meet weekly to address this concern and propose a mechanism to preserve diversity. ISA also has an open council model; thus every international student has the right to speak and present a presentation in our councils without any councillor moving or seconding a motion, making our councils more accessible to the international students.

As per today, thirteen member ISA Board has students from following nationalities, Panama, Uganda, India, China, Republic of Congo, Turkey, Indonesia, Malaysia, and Ghana. Our Councils and Departments have students from following countries - Ukraine, Bangladesh, Kazakhstan, Ghana, Panama, India, China, Malaysia, Pakistan, Nepal, Brazil, Albania, Ethiopian, Mexico, Kenya, Indonesia, Egypt, Nigeria, Turkey, Iran, Brunei Darussalam, South Korea, Colombia, Saudi Arabia, Lebanon, Uganda, Republic of Congo, United Arab Emirates, United States, and Tanzania. As ISA is the voice of the international students' community, we are committed to upholding our diversity and working on making required legislative changes to preserve diversity.

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## TIMELINE AND URGENCY FOR SRA STATUS

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Seven years ago, when ISA was constituted by UASU, it was written in our constitution that ISA was being formulated as a student group with a motive to become a SRA within the next few years. Years passed and ISA for SRA became a forgotten motive, especially with the graduation of all UASU Councillors who originally constituted the ISA. This year, ISA Execs have made it a top priority to push for the ISA to become a SRA. We have been working since January with Akanksha Bhatnagar and Joel Agarwal, to create a strong foundation for ISA to become an SRA. It took two months to draft our bylaws and new constitution with support of the Student Governance Officer of UASU. ISA has had multiple meetings with the UASU VP Academic over the past few months to discuss the various aspects of Bylaw 8100. ISA also involved 2013 UASU Councillors in this process as they had originally constituted the ISA. With eight months of extensive research and discussions, ISA brought forward its proposal in August to the UASU Bylaw committee.



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It is now November, and over the last three months we have made multiple changes to make the ISA that's best fit to address the needs of the diverse international students' community at UofA. Thus it might seem that SRA is being rushed, but in reality there has been months of work at the back stage and with our university changing faster than ever the ISA needs to become an SRA to be able to advocate for preserving the services provided by International Students' Services in the SET initiative. We also need to become an SRA to be better able to advocate to the Provincial Government to safeguard the interests of international students in Alberta 2030. The university is also suffering from budget cuts and thus it is essential to have a legitimate ISA to stand by UASU in the Board of Governors meeting in coming March when Fee will be raised. We are in unpredictable times and thus having a strong and legitimate ISA is more essential now than ever.

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## HOW WILL ISA DEAL WITH SITUATIONS WHERE GSA AND SU ARE IN CONTRADICTION

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ISA has a very detailed mechanism in its legislatures (Bylaw 200, Section 9), at no situation any council will be stopped or interrupted by ISA in such situations, and both the chancellors can exercise their rights as per Bylaw 200, Section 8.a.5. According to our current registration status, ISA is only registered with UASU thus we are not bound by GSA policies or political standings in any manner.

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## CONCERNS REGARDING OPEN LETTER

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ISA has taken UASU Councils members concerns regarding the open letter seriously. Our President has publicly apologised to councillors who felt targeted or were hurt by the open letter. We have removed the open letter from our social media platforms and have also offered our support to the councillors, by asking them to let us know if they want us to share their message with our membership or even if they want any other message/action from ISA. Our intention was never to hurt anyone, and we are committed to learn from mistakes and do better.



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# INTERNATIONAL STUDENTS' ASSOCIATION

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## COMPLICATED STRUCTURE AND HARDSHIP FOR STUDENTS TO UNDERSTAND AND GET ENGAGED

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We would like to bring it to the UASU Councils' attention, that even though initially our structure might have seemed complicated, we now have changed elections mechanisms making our structure similar to that of the UASU as ISA's Council and Board work similar to the UASU Councils and Exec Committee. We do have two councils, but both councils operate independently thus undergraduate students do not have to be concerned about the grad side and vice-versa. As per the suggestions in the joint ISA/SU meeting, we have decided to make Instagram/Facebook videos to better help students know their ISA. We have also decided to work with the International Center to include a section about ISA in the international students' orientation, so students have the opportunity to learn about their ISA when they join our University. ISA will also hold "ISA 101" online sessions more occasionally to inform international students about their ISA and the work we do everyday. ISA will also include a link to ISA 101 eclass course in our emails that we send to all 9,000+ international students every semester. ISA has also decided to conduct more surveys to analyze our approaches and work to make sure that students know their ISA.

We are pleased to have the opportunity to clarify things between our organizations. ISA has worked very hard to ensure that it's work is always in the best interest of international students. Now we rest our fate in the UASU Students' Council to make ISA an SRA and thus enable us to advocate even more strongly for thousands of underrepresented international students. We all have learnt a lot from this SRA process, and now it's time to move forward and work together, as international students need their ISA and SU to work together in these challenging times. We thank every councillor for taking part in all the discussions so far and helping us to build ISA together. We look forward to working with you all and are committed to stand true to our membership. Happy International Students' Day (Nov 17).



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MESSAGE FROM THE PRESIDENT

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Greetings!

I would like to thank the members of the UASU Students' Council for reviewing the University of Alberta International Students' Association (hereinafter, "ISA") application for Student Representative Association (SRA) status. On behalf of our undergrad council, I invite you to review our request for the status of Student Representative Association as per UASU Bylaw 8100.

The ISA was formed in 2013 as an initiative by UASU VP Student Life and councillors to create an international student advocating body at UAlberta to better support the needs of a vast and diverse international students' community. The UASU decided to host a town hall in Telus Center, since then, the ISA has actively advocated for international students and played an important role in the implementation of fixed tuition fees for international students, residence crises, Fall U-Pass, etc. At the very formation of the ISA, the main motive was to make it an SRA. However, years passed and our voices to make ISA representative of all undergraduate international students waned but the ISA always went above and beyond the normal call of duty. We have been working to build a strong community at our university and have been active in standing by the Students' Union whenever called upon to support the UASU led protests weather its 2020 Board of Governors meeting or 2014 SU Protest march to legislature. The ISA has always acted in the capacity of a Student Representative Association and stood true to its membership by amplifying their voice by hosting numerous SU Election Forums to bring our issues on the table and make UASU more active on international students' issues. ISA has actively advocated for international students when international students were excluded from UPass substitute, Ride Transit Program. Even now, ISA is directly working on Alberta 2030 Initiative with the Ministry of Advance Education.

Today after 7 years of ISA's formation, we the international students ask the Students' Council to delegate its representing authority over international undergraduate students to the ISA. Thank you all for your time and consideration in reading this submission. If you have any questions, we are here to answer them.

Best Regards,

Chanpreet Singh

President of the UAISA 2020-2021



University of Alberta

# INTERNATIONAL STUDENTS' ASSOCIATION

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## INTRODUCTION

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University of Alberta International Students' Association (ISA) was formed in 2013 after the increased students demand to have an international student advocating body at the University of Alberta. Board of Governors at University of Alberta made an unannounced decision to increase the tuition fee of international students, Councillor Zhaoyi and Zujie of UASU Students' Council, hosted a public meeting to discuss this further and sent letters to all regional student groups to further spread out the news. As a result, 100+ students showed up on a sit in protest in the Board of Governors Meeting at UofA. UASU realized the importance of an international students' advocating body and decided to host a town hall in Telus center. 2013-2014 Vice President Student Life of UASU, William Lau took this project and sent out letters to all regional groups to attend the townhall and suggest an organizational structure for an international student advocating body (namely, ISA) to cater the diverse international students' community at UofA. Various student groups executives proposed numerous models and after an extensive discussion, ISA was formed with a council and an executive committee consisting of an UASU exec with an aim to become an SRA in following years.

ISA played an active part in representing international students' interests and officially advocated to have a predictable tuition fee for international students to better plan the total cost of their tuition fee over the period of their degree at UofA. ISA conducted a campus wide survey and to better support this idea with data and with the help of UASU, today in 2020 this new fee model is implemented. ISA also has been always active in hosting Students' Union Election Forums from time to time to raise our issues and hold future/current executives accountable for their actions. Unfortunately, in 2018, ISA after an unfavourable termination of its operations, revived in January 2020 and ever since then the ISA has been working tirelessly to represent the interests of international students at the UofA. ISA have always stood true to its membership and it was also proven recently when City excluded international students from the Ride Transit Program, the ISA worked with the UASU, and International Student Services (ISS) and reached out directly to the City and ETS to express our concerns. Our teamwork lead to the inclusion of international students into the ride transit program. ISA is advocating directly to the provincial government for permanent residency streams for international students along with UASU.



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The ISA strongly favours student involvement and, in an effort to strengthen the membership engagement, the ISA has open Councils known as the ISA's Graduate Council and ISA's Undergraduate Council, collectively known as the International Students' Council (ISC).

The ISA's Undergrad Council consist of 20 elected members and 15+ delegates. However, the Council extends to more than just its 35 councillors as any international student is empowered to attend and speak in these Council meetings. This right to attend and speak in the Council meetings of the ISA provides an essential opportunity to every international student to raise their voice to apprise their desires to the university. The ISA's Undergrad Council also comprises of delegates from six major faculty associations i.e., Engineering(ESS), Arts(OASIS), Science(ISSS), Business(BSA), Pharmacy(APSA), and Nursing(NUA), delegates from two UofA campus associations i.e., Augustana Campus(ASA) and Campus Saint-Jean (AUFSJ), delegates from five regional groups i.e., CSSA, INDSA, PSA, BSA and NSA along with an official representative from the Students' Union (SU). These delegates further strengthen student involvement by bringing international students' concerns from their respective associations of varied backgrounds at the UofA. Thus, the ISA's Council's with its composition is a council to raise international students' issues in our University. Consequently, this Council in all right spirits gives ISA the legitimacy to truly demonstrate the voice of all international students.

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## REASON FOR THIS SUBMISSION

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As an organization by international students, for international students, the ISA believes that it's in position to better represent international students than the Students' Union. Although we acknowledge that UASU have done best in its ability to represent internationals students but at the same time ISA believe that only international students can best understand the needs of our diverse community and even as of today a majority of students don't see themselves represented by the leadership of UASU with majority of the elected candidates having no actual policy that they want to implement and support the international students. ISA has a vast council with an apt representation from various sections of international students and an elected board, it is for this reason that we ask Students' Council to see fit to exclusively delegate its representative authority over all undergraduate international students to the undergraduate council of ISA as given under Post-Secondary Learning Act.

The student body at the University of Alberta comprises more than 9,000+ international students (23% of the student body) and safeguarding the interests and concerns of this major section of the



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# INTERNATIONAL STUDENTS' ASSOCIATION

student body is exceedingly crucial. The ISA acknowledges this necessity and pulls out all the stops to advocate for the international students' community at the UofA.

The ISA believes in taking quick actions for international students in times of need. The ISA swiftly reacted to the changing situation in our university as COVID-19 was declared a pandemic and worked towards the interests of students by reaching out to the Dean of every faculty to change the grading policies to CR/NCR. The ISA also raised the concerns of international students living in University Residence amid the pandemic by reaching out to Andrew Sharman, the Vice-President of Facilities and Operations and Katherine Huisig, the Associate Vice-President of Ancillary Services. Consequently, the Residence Services respectfully acknowledged our concerns and provided free relocation assistance to students who switched to other residential units. ISA reached out to Edmonton Mayor and City Councillors after international students were excluded from ride transit program and held a direct meeting with ETS to advocate for our membership and safe guard their interests as a result, ISA was able to convince the ETS to allow international students' also to apply for ride transit program.

ISA is working directly with the Ministry of Advance Education, on Alberta 2030 initiative and advocating for the permanent residency streams. We have always stood by our membership and our ability to become an SRA is proven by our recent achievements in incidences such as ETS.

The ISA is not asking to take over complete membership of international students; rather, we are asking to be recognized as a Student Representative Association in order to achieve some semblance of recognition from external actors and organizations. The SRA status will enable ISA to directly advocate to the University of Alberta International (UAI) and hold them accountable to work for the betterment of international students and consider ISA is the representative of international students. Although not yet recognized as an official representative association, the ISA currently operates on a level unlike that of a student group, with 100+ directors/coordinators in seven departments of ISA and we continues to work vigorously for international students beyond just a normal 8am-5pm schedule and addresses the concerns and queries of international students one-on-one by operating on a 48-hour strict response and action policy. The ISA works with a positive attitude to learn about efficient modules that can be utilized for advocating for a major portion of the student body.



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BYLAW 8100 OF THE UASU

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According to Students' Union, bylaw 8100,

“Student Representative Association” shall refer to any association of undergraduate students that represents a definable and enumerable constituency, to which Students' Council exclusively delegates its representative authority;

Furthermore, as per Section 4 (Roles and Mandate) of bylaw 8100,

“The mandate of an Association is to act on behalf of and for its constituency. The Association is to conduct itself in a manner that is transparent, open, democratic, credible, accountable, and fiscally prudent. The roles of an Association are to:

- a) Act as the official representative of its membership on student issues;
- b) Provide services which are beneficial to its membership; and
- c) Foster student engagement and a sense of community within its constituency.”

Lastly, As per Section 8 (Recognition),

- 1) “Students' Council may choose to delegate its representative authority to any student association that wishes to advocate for its membership to the University or Students' Union, provided that:
  - a) The student association represents a definable and enumerable constituency.
  - b) The student association has legislation and procedures that are compliant with Students' Union bylaw respecting Student Representative Associations and Student Groups; and
  - c) The student association is registered and recognized by the Students' Union as a student group.”



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**We will explain in more detail on how ISA meets all the requirements and qualifies for the recognition.**

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ROLES AND MANDATE

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ACT AS THE OFFICIAL REPRESENTATIVE OF ITS MEMBERSHIP ON STUDENT ISSUES.

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ISA has always acted in a representative capacity for all international students at the University of Alberta. ISA has been active in filling all available student positions at various committees in Students' Union, university governance and advisory committees at various departments to make sure that international students' interests are safeguarded, and issues are raised. ISA has a permanent seat on the Council on Student Affairs (COSA) to raise international students' issues.

However, under the Post-Secondary Learning Act, the Students' Union has the exclusive, legislative authority over the administration of student affairs at the University. Thus, in order to better meet the needs of the students. The Students' Union created a framework for the creation of SRAs via bylaw. According to Discover Governance, "they [SRAs] are important because they understand and can advocate for the more specialized needs of smaller sections of campus." For ISA, we are currently already filling the role of one and our Council in all right spirits gives ISA the legitimacy to truly demonstrate the voice of all international students.

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PROVIDE SERVICES WHICH ARE BENEFICIAL TO ITS MEMBERSHIP

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In the current COVID-19 situation, all ISA's public engagement activities have been suspended due to safety considerations, but various ISA departments have been active in their operations.

Our Student Life Department has conducted various online engagement activities and we are active in organizing virtual games, meet and greets, Financial Literacy Week, Q/A sessions, etc.

Our Communications Department, is active in creating resource guides for international students such as financial resources guide, plagiarism guide, discrimination informative guide, welcome booklet etc.

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Our Internal Department is working with University of Alberta International (UAI) to welcome new international students in Sep and working on creating online platforms for new students to connect with their fellow classmates and stay connected to the campus community even while doing remote studies.

The ISA Finance department is working with our sponsors to create more deals which benefit our community by saving money and supporting students financially.

Our External Department has been active in working with Residence Services to make sure that international students are provided necessary support needed by them. This department has actively advocated in the creation of support service for Nigerian Students along with UASU's Peer Support Center.

Our Academic department has been active in making sure that students know the campus involvement opportunities. This department has been working with the Alumni Association to create mentorship events for international students.

ISA with its mission to connect the entire international students' community is working on a 48 hours strict response and action policy.

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## FOSTER STUDENT ENGAGEMENT AND A SENSE OF COMMUNITY WITHIN ITS CONSTITUENCY.

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ISA works closely with International Student Services (ISS) to host the welcome activities on campus for all new international students. We together work on events that help students to connect within their community and ISA provide suggestions/recommendations on ISS services for international students.

Apart from that, ISA also works closely with Students' Union Executives and Graduate Students' Association to timely raise student issues and together work on solving the problems. ISA hosted an SU Election Forum in CAB earlier this year to make sure that voices of international students are not suppressed and our issues are not ignored, the forum turned out to be a huge success and a great turnout of students. Student Engagement is the top priority of ISA and actively look into new ways to keep students engaged and at the same time help in their personality and social well being.



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# INTERNATIONAL STUDENTS' ASSOCIATION

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## RECOGNITION

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THE STUDENT ASSOCIATION REPRESENTS A DEFINABLE AND ENUMERABLE CONSTITUENCY.

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The International Students' Association (ISA) by its creation has been formed to advocate for all the undergraduate international students at University of Alberta. Thus, our organization is made to better represent undergraduate international students upon demand by the international students to SU for the formation of ISA in 2013. Thus, ISA is formed as a result of a student movement on this campus against the in just faced by the international students at the time of policy creation and fee increases. ISA have always stood true to its membership and timely represented them in University governance structures such as Council on Student Affairs (COSA) and in various other committees/meetings etc. Thus, ISA from the day of its formation to today is committed to represent a definable and enumerable constituency: that is the undergraduate international students.

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THE STUDENT ASSOCIATION HAS LEGISLATION AND PROCEDURES THAT ARE COMPLIANT WITH STUDENTS' UNION BYLAW RESPECTING STUDENT REPRESENTATIVE ASSOCIATIONS AND STUDENT GROUPS; AND

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As per Students' Unions Bylaw 8100 and 8200, ISA is in compliance with current regulations. Attached to this submission are the legislatures of ISA. Our Constitution and Bylaws form our legislatures and they have been vetted by the Student Governance Specialist of SU, Navneet Chand and found to be completely in compliance with SU bylaws for SRA and Student Groups.

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THE STUDENT ASSOCIATION IS REGISTERED AND RECOGNIZED BY THE STUDENTS' UNION AS A STUDENT GROUP.

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ISA is a registered group with Student Group Services and is recognized by the Students' Union as a student group.



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# INTERNATIONAL STUDENTS' ASSOCIATION

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## CONCLUSION

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The ISA would like to thank the UASU Students Council for reviewing our submission. Moreover, we would also like to thank Akanksha Bhatnagar, Joel Agarwal, and David Draper for their support in preparing this submission.

Our President Chanpreet Singh and Vice President External Gurbani Baweja will be present in the council to provide any further information necessary to insure the substantiation of this proposal. We look forward to working with Students' Union on various challenges faced by international students' and stay committed to working toward strengthening our organizations' collaboration by sitting in cross committees and holding regular meetings to address the student needs.



**Constitution  
of  
the University of Alberta  
International Students' Association  
(UAISA)**

First Enacted: March 28, 2014  
Second Enacted: Sep 7, 2020  
First Amendment: Oct 26, 2020

# Preamble

The University of Alberta International Students' Association (UAISA) is an organization that aims to present a united voice and advocate for the entire international student community, while enhancing communications, sparking collaboration, and building relationships between Regional Students' Associations. The ISA will also serve as a support system and advocate for all international students at the University of Alberta and offer them a friendly environment that embraces diversity.

The ISA should be able to represent international students in an inclusive, equity, and efficient manner. We acknowledge the inherent difficulties in representing a diverse and varied international student community comprising of both graduate and undergraduate members. However, this legislature along with bylaws aims to set out a structure in which such differences can be mediated for effective representation.

The executive handles the everyday operations of the association, and the council oversees the rules of the association, sets the direction for the executive, and holds the executive accountable to student interests

ISA will make a united front for all international students by uniting all international students and creating a platform for them to discuss challenges faced by international students and address issues with a collective effort. The ISA's Councils are top decision-making bodies and in all right spirits give ISA the legitimacy to represent the diverse international students' community at University of Alberta.

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## Definition and Interpretation of the Constitution

This document uses the definitions outlined below:

1. **International Students:** Students currently holding a valid study permit and paying the international students' differential fees at the University of Alberta.
2. **Domestic Students:** Students who are not paying international students' differential fees.
3. **Councils:** The Graduate and Undergraduate Councils of International Students' Association.
4. **ISA's Graduate Council (ISA-G):** The graduate council of ISA consisting of elected representatives of all international graduate students and ISA Board members.
5. **ISA's Undergraduate Council (ISA-U):** The undergraduate council of ISA consisting of elected representatives of all international undergraduate students and ISA Board members.
6. **Chancellors:** The Graduate and Undergraduate Chancellors of ISA-G and ISA-U respectively.
7. **Graduate Chancellor:** The speaker of the ISA's Graduate Council and it's representative in the ISA Board.
8. **Undergraduate Chancellor:** The speaker of the ISA's Undergraduate Council and it's representative in the ISA Board.
9. **ISA Board (ISA-B):** The Executive Committee of the International Students' Association (ISA). It consists of,
  1. the President of the International Students' Association (ISA);
  2. Vice Presidents of the International Students' Association (ISA);
  3. the Chancellors of the Councils;
10. **Student Groups:** Student groups that are currently registered with the Student Group Services (SGS) within the University of Alberta.
11. **Joint Candidates:** Two candidates can contest for an executive position and take the role jointly if elected.
12. **Student Representative Association (SRA):** Any association of undergraduate students that represents a definable and enumerable constituency, to which University of Alberta's Students' Council exclusively delegates its representative authority.
13. **Regional Students' Associations:** Student groups whose members are students from a specific country or region in the world, outside of Canada.
14. **Representative Students' Associations:** The partner Regional Students' Associations or Student Representative Associations (SRAs) that have representation in the ISA's Councils.
15. **Delegate:** An executive delegated by a representative students' association to the ISA's Councils.
16. **Councillor:** Every elected member of the council with voting right.
17. **ISA Legislature:** Constitution and Bylaws of ISA are considered as ISA legislature and they should be used to govern the framework/operations of ISA.
18. **C.R.O.:** Chief Returning Officer of the International Students' Association (ISA).
19. **D.R.O.:** A Deputy Returning Officer of the International Students' Association (ISA).
20. **Simple Majority:** 50% of the votes plus one, rounded down (e.g.: 8 out of 15) of the present voting members with abstentions considered as not-present.
21. **Substantive Majority:** two-thirds of the votes, rounded up (e.g.: 14 out of 20) of the present voting members with abstentions considered as not-present.
22. **Quorum:** The minimum number of members needed to call a council meeting or the ISA Board meeting.

# **Article 1. Name and Purpose**

## **Section 1.01 Name**

- (i) The name of the student association shall be the “University of Alberta International Students’ Association”, hereafter referred to as the “ISA”.

## **Section 1.02 Compliance**

- (i) The ISA operates at the University of Alberta, subject to the University of Alberta’s policies and practices. The ISA shall also comply with all municipal, provincial, and federal laws and procedures.

## **Section 1.03 Objectives and Goals**

The ISA shall operate for:

- (i) Act as the representative of all international students on student issues;
  - (ii) Advocating on international students’ issues at the University of Alberta;
  - (iii) Providing general information related to international students’ issues;
  - (iv) Enhancing the global education experience of the University of Alberta students;
  - (v) Providing platforms for discussion of various issues related to the engagement of international students;
  - (vi) Supporting regional students’ associations to enhance the overall experience of international students at the university;
  - (vii) Representing its members to the authorities, governments and organizations in matters in which our members have a vested interest;
  - (viii) Enhancing the relationship between international and domestic students in all University of Alberta campuses;
  - (ix) Helping minority groups get organized into regional students’ associations;
  - (x) Providing an inclusive and welcoming environment for all international students;
  - (xi) Providing regional students’ associations, a platform to unite and raise issues collectively; and,
  - (xii) Giving every international student a voice to make themselves heard in the university.
-

## Article 2. Membership and Eligibility

### Section 2.01 Classes of Membership:

Following are the membership categories in ISA:

- (i) General Member:
  - a) Every graduate and undergraduate international student studying at the University of Alberta and paying the international students' differential fee is a general member of the ISA by default.
  
- (ii) Graduate General Member:
  - a) Every graduate international student studying at the University of Alberta and paying the international students' differential fee is a graduate general member of the ISA by default.
  
- (iii) Undergraduate General Member:
  - a) Every undergraduate international student studying at the University of Alberta and paying the international students' differential fee is an undergraduate general member of the ISA by default.
  
- (i) Council Member:
  - a) A general member with a membership of the ISA-G or ISA-U and paying the international differential fee is considered as a council member of ISA-G or ISA-U and is known as a councillor; and,
  - b) Elected as per Article 3.
  
- (ii) Graduate Council Member:
  - a) A general member with a membership of the ISA-G and paying the international differential fee is considered as a council member of ISA-G and is known as a graduate councillor; and,
  - b) Elected as per Article 3.
  
- (iii) Undergraduate Council Member:
  - a) A general member with a membership of the ISA-U and paying the international differential fee is considered as a council member of the ISA-U and is known as an undergraduate councillor, and; and,
  - b) Elected as per Article 3.
  
- (iv) ISA Board Member:
  - a) A graduate or undergraduate councillor elected to hold a board position;
  - b) Cannot hold an executive position in any representative student association; and,
  - c) Considered a member of the ISA Board.
  
- (v) ISA Graduate Board Member:
  - d) A graduate councillor elected to hold a graduate board position;

- e) Cannot hold an executive position in any representative student association; and,
- f) Considered a member of the ISA Board.

(vi) ISA Undergraduate Board Members:

- g) An undergraduate councillor elected to hold an undergraduate board position;
- h) Cannot hold an executive position in any representative student association; and,
- i) Considered a member of the ISA Board.

(vii) Honorary Members:

- a) This membership is granted to individuals who have done exceptional work for the ISA. All members of the other membership classes can apply to be an honorary member and the councils shall decide on every individual application by a simple majority vote in each council;
- b) These members can attend any ISA council/board meeting, and;
  - a. Members with advisor title, shall have all rights in the council/board meetings except voting right.
- c) Have free access to all ISA hosted or sponsored events for their lifetime.

### **Section 2.02 Membership Standing**

- (i) If a member does not attend at least 50% of the meetings held in the last three months in which they were eligible to attend, then they shall be considered in bad standing with an exception to general members;
- (ii) If a candidate does not respond to three consecutive official emails sent to them directly, they shall be considered in bad standing with an exception to general members;
- (iii) If a member is found to be involved in any unethical activity; such as a fraud, using ISA's name for personal means without permission from the ISA Board, breaking university policies, violating the ISA constitution, etc., they shall be subjected to bad standing with an exception to general members.

### **Section 2.03 Process for Expulsion and Impeachment of Members and Executives**

- (i) A general member cannot be expelled as long as they pay the international students' differential fee or voluntarily leave the ISA;
- (ii) A council/board member is impeached immediately if found in violation of in-camera session rules or propose/present presentation/motion for the splitting of ISA.
- (iii) An executive/ISA Board member can be impeached by a formal motion submitted by any council member. This motion requires a substantive majority in the council that elect for that respective position;
- (iv) Honorary members cannot be impeached or expelled;
- (v) Every member has the right to resign with a 2 weeks advance notice to the ISA Board;
- (vi) The membership of a member in bad standing is reviewed by the ISA Board and a decision is made by the ISA Board at its discretion; and,
- (vii) Vacant positions are filled as per the bylaws.

## **Article 3. Elections**

### **Section 3.01 Eligibility for the Council and Board Elections**

- (i) Council Elections
  - (a) Be a general member;
  - (b) Graduate general members can stand for graduate council member positions; and,
  - (c) Undergraduate general members can stand for undergraduate council member positions.
- (ii) Board Elections
  - (a) Be a general member;
  - (b) Graduate general members can stand for graduate Board member positions;
  - (c) Undergraduate general members can stand for undergraduate Board member positions; and,
  - (d) Candidates contesting for board positions cannot have any other position within ISA or representative student associations when they take office.
- (iii) A complete nomination package shall be submitted before the deadline.

### **Section 3.02 Election Process for Councillor Position**

- (i) Every general member is eligible to vote;
  - (a) Only graduate general members can vote for graduate council member positions.
  - (a) Only undergraduate general members can vote for undergraduate council member positions.
- (ii) Election quorum for council elections is 200 students
- (iii) C.R.O will release the nomination package for all the council membership positions; and,
- (iv) Elections will be held among all the eligible candidates.
  - (a) Top fifteen (15) graduate general members contesting elections with a maximum number of votes are elected as graduate council members.
  - (b) Top twenty (20) undergraduate general members contesting elections with the maximum number of votes are elected as undergraduate council members.

### **Section 3.03 Elections Process for the graduate/undergraduate Chancellor position:**

- (i) Graduate councillors can nominate themselves for the graduate chancellor position;
- (ii) Undergraduate councillors can nominate themselves for the undergraduate chancellor position;
- (iii) Every nominated councillor will give a speech in their respective council;
- (iv) Council Members of the respective council will vote to elect their respective chancellor;
- (v) Graduate Candidate with a maximum number of votes in ISA-G is elected as Graduate Chancellor;
- (vi) Undergraduate Candidate with a maximum number of votes in ISA-U is elected as Undergraduate Chancellor; and,
- (vii) Each council elects its chancellors, independently.

### **Section 3.04 Elections for ISA Board position:**

- (i) ISA Board elections shall take place separately from the council's elections;

- (ii) Every undergraduate general member has the right to stand for undergraduate board positions;
- (iii) Every graduate general member has the right to stand for graduate board position;
- (iv) Candidate with maximum number of votes by respective general members shall be elected for the respective board position; and,
- (v) Election quorum for the board elections is 250 students.

### **Section 3.05 Election Office**

- (i) ISA Board and councils will appoint a C.R.O for the elections who meet the following conditions;
  - a) Be an international student; and,
  - b) Not contesting for any position.
- (ii) The C.R.O. (Chief Returning Officer) will oversee the organization, logistics, promotion and execution of the elections, as well as the distribution of information to all the candidates;
- (iii) The C.R.O. may also appoint a D.R.O. to assist them with the election tasks;
- (iv) The C.R.O. and the appointed D.R.O. must be impartial and should not endorse or promote any candidates;
- (v) The C.R.O is responsible for setting all the deadlines and making the election dates public prior to the election period;
- (vi) Candidates who meet all the conditions need to submit a complete nomination package; and,
- (vii) The C.R.O is responsible for the declaration of the election results and the election data to the public on the election results announcement date.
  - a) Election data shall not consist of names, email addresses or personal information of the voters.

### **Section 3.06 By-elections and vacancy**

- (i) An ISA Board member can be impeached by a formal motion submitted by any member of the Council.
  - a) This motion requires a substantive majority in the council that elects for that particular board position.
- (ii) In the case of joint candidates, it is possible to impeach a single candidate.
  - a) If one candidate is impeached, the other candidate gets the sole control of the executive position for the rest of their tenure irrespective of the position sharing mechanism selected during elections.
- (iii) The process of filling an ISA Board's vacant position shall be as follows,
  - a) The councillors can propose their intention to fill the vacant position to the ISA Board.
  - b) The ISA Board shall nominate candidates for the vacant position.
  - c) The Council shall vote for the nominated candidate to fill the position.
- (iv) A councillor can be impeached by a formal motion, which must be submitted by a member of the Council;
  - a) A simple majority is required to impeach a councillor.
  - b) The board can suggest a general member for a councillor position, and the council

- can vote to give the councillorship.
- (v) The representatives and delegates cannot be impeached by the Council.
  - (vi) If the Chancellor is impeached, elections within the council will be held for the position.

### **Section 3.07 Complaints and Rulings**

- (i) Complaints during the election process shall be sent to the C.R.O. not more than 48 hours from the moment the potential contravention happened;
- (ii) The C.R.O. shall call for a hearing between the parties involved, to take place not more than 24 hours after the complaint was received;
- (iii) The C.R.O. shall decide on the case at the end of the hearing and communicate the results to the parties involved, in the following 12 hours.

### **Section 3.08 Referendum by a member**

- (i) A referendum can be initiated by any member of the ISA with a signed petition by a minimum of fifty distinct international students.
    - a) Acceptable methods:
      - 1) Paper signs;
      - 2) Google form signs.
  - (ii) Submit an intention for holding a referendum in ISA Council Elections to the Standing Council Committee.
  - (iii) The referendum for the splitting of ISA shall be disqualified and not considered.
  - (iv) Give a presentation in the Councils.
  - (v) Get a subsequent majority in the Councils,
    - 1) Councils shall classify a referendum as an undergraduate referendum, graduate referendum, or ISA referendum; and,
      - a) The undergraduate referendum only allows undergraduate general members to vote and affect only ISA-U.
      - b) The graduate referendum only allows graduate general members to vote and affect only ISA-G.
      - c) ISA referendum allows all general members to vote and affect the entire ISA.
    - 2) Councils shall decide on the voting membership for the referendum.
  - (vi) The referendum is added as a “yes” or “no” question for the next ISA Council Elections.
  - (vii) If a referendum is passed with a quorum of 250 eligible voting general members it is treated as an important legislative requirement, needed to be implemented in three months after elections by the Councils and the ISA Board.
-

## **Article 4. Organizational Structure**

### **Section 4.01 Type of Organizational Structure**

- (i) The ISA will have the ISA Board (ISA-B), Graduate Council (ISA-G) and Undergraduate Council (ISA-U).
- (ii) Council Members shall be considered as ISA officers and board members as executing officers with the delegated authority of council members to represent them in all official engagement.
- (iii) ISA Constitution prevails over every Bylaw and Councils' interpretation of any ISA Legislature shall be considered final verdict and always prevail.
  - (a) Bylaws contain more detail and thus need to be considered as missing parts of the constitution.
  - (b) Only in terms of contradiction, the constitution will prevail over bylaws.
- (iv) Councils are the top decision-making body of ISA and will handle ISA's advocacy policies and public standings.
  - a) Only Councils have the right to represent the voice of international students.
- (v) Councils are also responsible to implement and safeguard the ISA's Legislatures.
- (vi) ISA Board is responsible for internal working matters of ISA and the board's decision over any internal/departmental matter will prevail over the Councils decision.
- (vii) The board handles the everyday operations of the association, and the council oversees the rules of the association, sets the direction for the executive, and holds the executive accountable to student interests.
- (viii) Any council shall be dissolved immediately by the board if a motion to separate from ISA is passed. The motion shall be considered in violation of the constitution and be no force or effect.
- (ix) The Board is an administrative/executive body,
  - a) Board decides on issues delegated to it by councils or legislatures based on consensus with a quorum of a minimum of four (4) undergrad members and one (1) grad member.
- (x) The ISA is responsible for subgroups/associations that serve a representative function, maintaining communication with them, and having a relationship with them similar to the relationship between the SU and the SRAs.
- (xi) Council has the right to delegate its rights/duties to committees, boards or other regional student groups.
- (xii) The ISA comprises seven departments, one for each executive for their assistance.
  - a) The structure and working of departments are managed by the ISA Board.

### **Section 4.02 ISA Registration**

- (i) The ISA shall be registered as a student association with the University of Alberta and comply with all University, municipal, provincial, and federal laws and procedures.
- (ii) The ISA's shall be registered with the University of Alberta Students' Union (UASU) and shall also comply with the bylaws and policies of the Student's Union (SU), including Bylaw 8100 ("A Bylaw Respecting Student Representative Associations").

### **Section 4.03 Power share and conflicts**

- (i) Conflicts in Legislatures:
  - a) In case of a conflict between the constitution and Bylaws, the constitution prevails;
  - b) The Standing Council Committee shall provide its suggestions on the conflict in legislatures with explanations about the intentions of the legislature;
  - c) The Councils are responsible for the final interpretation and enforcement of the ISA legislation;
  - d) The members of the ISA have a right to initiate a complaint before the Councils about the contravention of the ISA legislation.
- (ii) Conflicts between Councils:
  - a) In case of conflict between councils, the board shall stay neutral and will not execute decision passed by any council; and,
  - b) The Chancellors of respective councils shall advocate/execute their respective council decisions on.
- (iii) The board handles the everyday operations of the association, and the council oversees the rules of the association, sets the direction for the executive, and holds the executive accountable to student interests.

### **Section 4.04 The Judiciary**

- (i) The councils responsible for the interpretation and enforcement of the ISA legislation;
  - (ii) General Members of the ISA have a right to initiate a complaint before the councils about the contravention of the ISA legislation.
-

## **Article 5. ISA Board**

### **Section 5.01 ISA Board Structure**

- (i) The ISA Board comprises of following elected members:
  - a) the President (undergraduate);
  - b) the Graduate Chancellor (graduate);
  - c) the Undergraduate Chancellor (undergraduate);
  - d) the Vice President Academic (graduate);
  - e) the Vice President Communications (undergraduate);
  - f) the Vice President External (undergraduate);
  - g) the Vice President Finance (undergraduate);
  - h) the Vice President Graduate Affairs (graduate);
  - i) the Vice President Internal (undergraduate); and,
  - j) the Vice President Student Life (undergraduate);
- (ii) The ISA Board comprises of following support members:
  - a) Student Governance officer Graduate (SGO-G);
  - b) Student Governance officer Undergraduate (SGO-U); and,
  - c) Manager.
- (iii) The elected board seats are reserved as graduate and undergraduate seats for respective graduate council or/and undergraduate council to elect as per Article 3. The composition is not changeable by any councils, board or referendum.

### **Section 5.02 Duties of the elected ISA Board members:**

The specific duties of the board members are outlined below. The board members may identify other responsibilities that are not specified here and shall be able to fulfill them appropriately. Each board member is responsible for implementing a transition process for the newly elected Board member. Each newly elected Board member is responsible for following the transition process defined by the outgoing board member.

- (i) **The President (Undergraduate)**
  - a) Act President of entire ISA, including ISA Board, ISA' Graduate Council and ISA's Undergraduate council.
  - b) Act as the chair of the ISA Board meetings;
  - c) Primary Spokesperson of ISA;
  - d) Represent ISA as an organization/students', including its board, councils and all members at all official engagements.
  - e) Ensure that the ISA plans different projects in coherence with the ISA's goals and objectives, and successfully execute them;
  - f) Assign duties and responsibilities to different VPs and shall support them to ensure that the assigned tasks are satisfactorily completed, and the ISA's goals are fulfilled;
  - g) Has an authority to sign on ISA's cheques;
  - h) Compile a record of all ISA's activities for the year at the end of the term. This includes, but is not limited to, reports of projects and activities, meeting minutes, and committee decisions;

- i) Ensure that the constitution of the ISA is followed and safeguard the very spirit of the ISA; and,
- j) Ensure council decisions are implemented by the ISA Board.

**(ii) Graduate Chancellor (Graduate)**

- a) Act as chair of the ISA's Graduate Council;
- b) Spokesperson of the ISA's Graduate Council;
- c) Represent the ISA's Graduate Council in the ISA Board meetings;
- d) The chancellor is the spokesperson of the ISA's Graduate Council and its membership;
- e) The chancellor has the right to exercise every power needed to implement a motion passed by the ISA's Graduate Council, with or without the support of the ISA Board;
- f) Ensure that the constitution of the ISA is followed and safeguard the very spirit of the ISA, and;
- g) Moderate the discussions in the ISA's Graduate Council and maintain the ISA's Graduate Council procedures.

**(iii) Undergraduate Chancellor (Undergraduate)**

- a) Act as chair of the ISA's Undergraduate Council;
- b) Spokesperson of the ISA's Undergraduate Council;
- c) Represent the ISA's Undergraduate Council in the ISA Board meetings;
- d) The chancellor is the spokesperson of the ISA's Undergraduate Council and its membership;
- e) The chancellor has the right to exercise every power needed to implement a motion passed by the ISA's Undergraduate Council, with or without the support of the ISA Board;
- f) Ensure that the constitution of the ISA is followed and safeguard the very spirit of the ISA, and;
- g) Moderate the discussions in the ISA's Undergraduate Council and maintain the ISA's Undergraduate Council procedures.

**(iv) Vice President Academic (Graduate)**

- a) Act as an advocate to address issues pertaining to international students' academic interests;
- b) Be responsible for the planning, coordination and execution of academic events and initiatives for the Association;
- c) Submit all proposed academic activities and initiatives, along with budgetary information where applicable for review and final approval by the Board; and,
- d) Sit on various committees that cater to the aspects of international students' academics.

**(v) Vice President Communication (Undergraduate)**

- a) Responsible for developing and implementing communications goals and strategies for the ISA;
- b) Approve social media content and make advertisement strategies for ISA;

- c) Manage volunteers for putting and removing posters around the campus;
- d) Make meeting minutes publicly available to all members;
- e) Manage the ISA website and social media platforms;
- f) Coordinate with the International Students Services for the Global Beat column content;
- g) Keep members engaged with the ISA by proposing and implementing engagement activities.
- h) Coordinate with The Gateway for the biweekly guest column space;
- i) Manages content pertaining to posters and ensures they are advertised in the correct platforms.
- j) Communicates with external organizations wishing to use the ISA as a platform or promotion;
- k) Responsible for social media accounts and content published for the ISA; and,
- l) Reviews all content being sent on behalf of the ISA.

**(vi) Vice President External (Undergraduate)**

- a) Shall be the official representative of the ISA in communications and negotiations with all external parties such as the Students' Union, University of Alberta International, Representative Students' Associations, and the University of Alberta administration, etc.;
- b) Initiate and maintain communication and collaboration with all the external parties;
- c) Shall be in charge of the lobbying strategy to defend the interests of the ISA;
- d) Seek sponsorship for the ISA and maintain the relationship with sponsors;
- e) Shall initiate and maintain communication and collaboration with other student groups at the University of Alberta, especially representative students' associations;
- f) Shall work closely with all the delegates of the ISC to maintain a strong relationship with all associations and campuses, and;
- g) In charge of replying to every email sent to ISA by external organizations/individuals within 48 hours.

**(vii) Vice President of Finance (Undergraduate)**

- a) Monitor the ISA's bank account and maintain the ISA's record of financial affairs, which must include all financial transactions, bank statements, receipts, budgets, grant reports, and other financial documents;
- b) Report on the financial situation of the ISA every quarter to the council and make them publicly available to all members;
- c) Prepare an annual budget for the upcoming fiscal year and present it to the council for recommendation and executives for final approval;
- d) Ensure that the ISA's financial activities adhere to the budget for the current fiscal year;
- e) Seek the executive committee's approval for expenses that exceed CAD 500;
- f) Responsible for approving and reimbursing expenses as long as the reimbursement requests are made with original receipts;
- g) Ensure that the ISA does not have a credit card or a withdrawal enabled debit card;
- h) Have signing authority on ISA's cheques;
- i) Responsible for applying for grants, and;

- j) Must review finances annually and report the financial standing of the ISA to the SU annually.

**(viii) Vice President of Graduate Affairs (Graduate)**

- a) Act as an advocate to address issues pertaining to international graduate students' interests;
- b) Be responsible for the planning, coordination and execution of advocacy policies of ISA for graduate students;
- c) Represent ISA-G at all official engagements;
- d) Coordinate with faculties and university administration for better advocacy strategies;
- e) Submit all proposed academic activities and initiatives, along with budgetary information where applicable for review for final approval by the Board; and,
- f) Sit on various committees that cater to the advocacy aspects of international graduate students'.

**(ix) Vice President Internal (Undergraduate)**

- a) Responsible for filling all vacant directors/coordinators positions within departments of ISA.
- b) Propose/manage/implement all internal operating policies and procedural protocols.
- c) Oversee all volunteers/sub-coordinators at various ISA events or meetings;
- d) Book meeting rooms and venues for ISA meetings;
- e) Organize/arrange all internal bodies such as committees and task-forces.
- f) Safeguard members rights as per the ISA's constitution;
- g) Raise internal members' issues at the ISA Board meetings;
- h) Manage all official working channels, such as slack, Bearsden, google drive, etc.
- i) Develop internal members engagement activities and fill vacant positions in the ISA; and,
- j) Support the President on efficiently communicating with the rest of the executive committee, the council and the ISA's members.

**(x) Vice President of Student Life (Undergraduate)**

- a) Propose, organize and manage events for international students on campus;
- b) Work with residence coordinators to bring issues of students living in residence to the ISA;
- c) Ensure that general members are engaged with ISA;
- d) Develop strategies to stay more connected with ISA members;
- e) Work towards the mental health of international students;
- f) Work with the university administration to enhance the overall experience of international students on campus, and;
- g) Engage with students directly and bring their concerns.

**Section 5.03 Duties of the ISA Board support members**

**(i) Student Governance Officer Graduate (SGO-G)**

- (a) Chair of Standing Council Committee of ISA-G;
- (b) Assistant of the graduate Chancellor;
- (c) Give suggestions on constitution and bylaws;
- (d) Help President and graduate Chancellor to abide by the ISA legislatures;
- (e) Take meeting minutes in ISA meetings;
- (f) Ensure that no bylaw of the constitution is violated;
- (g) Play an advisory role to the graduate council and ISA Board; and,
- (h) Handle the internal feedback form and resolve potential internal disputes.

**(ii) Student Governance Officer Undergraduate (SGO-U)**

- (a) Chair of Standing Council Committee of ISA-U;
- (b) Assistant of the undergraduate Chancellor;
- (c) Give suggestions on constitution and bylaws;
- (d) Help President and undergraduate Chancellor to abide by the ISA legislatures;
- (e) Take meeting minutes in ISA meetings;
- (f) Ensure that no bylaw of the constitution is violated;
- (g) Play an advisory role to the undergraduate council and ISA Board; ans,
- (h) Handle the internal feedback form and resolve potential internal disputes.

**(iii) Manager**

- a) Manage the affairs of the ISA Board;
  - b) Manage the office of the President;
  - c) Assistant to the President;
  - d) Present board decisions to the council;
  - e) Manage all the meetings of ISA Board;
  - f) Responsible for overlooking the work of all members of the board and reporting to the President, and;
  - g) Manage Bearsden.
-

## **Article 6. Meetings**

### **Section 6.01 ISA Board Meetings**

- (i) ISA Board meetings are open to only the board members and their subordinate position members in their absence and shall be held weekly;
- (ii) The board members will finalize a four-month meeting schedule at the beginning of every semester;
- (iii) The president of the ISA shall be the chair of the ISA Board meetings;
- (iv) The quorum for the board meetings is a minimum of four (4) undergraduate board members and one (1) graduate board member;
- (v) Decision in board meeting are made based on consensus of all the elected members; and,
  - a) If the Board is not able to make a decision on basis on consensus, then President, Graduate Chancellor and Undergraduate Chancellor can unanimously ask the board to vote and make the decision.
- (vi) If a member cannot attend a meeting in person, they may attend via an audio or a video communication software. If this is not possible, they may designate a proxy.

### **Section 6.02 Structure of the Graduate and Undergraduate Council Meetings**

- (i) ISA's Graduate Council shall have fifteen (15) elected graduate members, elected board members and the delegates/representatives.
  - a) Undergraduate board members shall not have a vote in the graduate council.
- (ii) ISA's Undergraduate Council shall have twenty (20) elected undergraduate members, elected board members and the delegates/representatives.
  - a) Graduate board members shall not have a vote in the undergraduate council.
- (iii) The council meetings shall be held at least once per month during the academic year, with June, July, and August as possible exceptions;
- (iv) During the first council meeting of the period, the council shall define the calendar for all the future council meetings for that period;
- (v) The ISA Board may call urgent council meetings with prior notice of 24 hours in the event of an emergency;
- (vi) The respective chancellors shall be the chair of all the respective council meetings;
  - a) Chancellors shall not have a vote in the councils.
- (vii) The council meetings shall be open to all the general members;
- (viii) Members of the council may delegate their rights to an attendant of the council meeting;
- (ix) Individuals or groups may be invited to give a presentation about an issue of interest to the ISA during council meetings;
- (x) If a councillor cannot attend a meeting in person, they may attend via an audio or video communication software. If this is not possible, they may designate a proxy;
- (xi) The required quorum for council meetings is at least 50% of the voting council members;

### **Section 6.03 The Council's Decision- Making Process**

- (i) The council's decisions shall only be made during council meetings;
  - (ii) The decisions made in meetings where a quorum of 50% is not met shall be considered invalid;
  - (iii) The process to carry a motion shall be that:
    - a) The councillors need to submit the motion to the Standing Council Committee, 24 hours prior to the council meeting to be added to the agenda;
    - b) The members of the council shall exercise their right to speak;
    - c) A member of the council can propose a motion for consideration, and;
    - d) A different member of the council shall second the motion for it to be considered;
  - (iv) The chancellor shall then moderate a discussion around the motion, if necessary;
  - (v) At the end of the discussion, the Chancellor shall call for a vote on the motion;
  - (vi) A motion needs a simple majority to pass unless this requirement is raised by the provisions mentioned in the constitution or bylaws for specific types of motions.
-

## **Article 7. Finances**

### **Section 7.01 Fiscal Timelines**

- (i) The ISA fiscal year runs from May 1 to April 30;
- (ii) The VP Finance will be responsible to make deposits every two weeks, or when an amount greater than \$500 has accumulated in the cash box, whichever is sooner;
- (iii) Bank statements and other financial documents are to be kept in a secure location for 6 years before being shredded;
- (iv) Financial documents that the ISA can access or generate electronically will not need to be stored physically.

### **Section 7.02 Budgets**

- (i) The Finance Department is responsible for creating and presenting the upcoming fiscal year's budget to the councils at the last council meeting of the period.
- (ii) The budget will require a substantive majority vote of the councils to pass.
- (iii) A minimum of 1,000 CAD needs to be maintained in the ISA account at all times.
- (iv) A minimum of 4,000 CAD needs to be maintained in the ISA account during the transfer of executives every year.

### **Section 7.03 Sponsorship and Marketing services**

- (i) Councils need to approve the annual sponsorship/marketing proposal every year.
- (ii) The Finance Department cannot sign a partnership agreement with any sponsor as ISA's relationship sponsors is merely an advertising/marketing relationship.
  - a) ISA shall follow a system of invoices and receipts for sponsors.
- (iii) ISA can never encourage/advise international students to buy/enroll any product/services from any sponsor. ISA can market/promote sponsors' services/products as advertisements only.
- (iv) All services invoiced before April 30 to a sponsor need to be provided before April 30.

### **Section 7.04 Expenses and Reimbursements**

- (i) The VP Finance and the President must approve all expenses under the ISA's name before to any funds changing hands;
- (ii) All expenses above CAD 100 shall also be approved by simple majority by the ISA Board;
- (iii) Members may be reimbursed for approved expenses cheque if their reimbursement requests are made, with original receipts, within two weeks after the transaction;
- (iv) Reimbursements shall count as expenses under the ISA's name and thus need approval.

### **Section 7.05 Reporting**

- (i) VP Finance is responsible for informing the ISA Board every month about the financial standing of the association;

- a) The board needs to be informed about every transaction approved by the President or VP Finance within one week of the transaction.
  - b) Bank Account Statement will be shown to Board every month.
  - (ii) VP finance is responsible for informing the Council every semester about the financial standing of the association; and,
  - (iii) VP Finance is responsible to report ISA's finances to the Students' Union within one month from the end of every trimester.
-

## **Article 8. Amendments**

### **Section 8.01 Amendments**

- (i) The Councils shall provide a final interpretation on an issue that this Constitution may not be clear about;
  - (ii) In such cases, it is also recommended that the Standing Council Committee suggest an amendment to the Constitution to fix that issue in the legislation;
  - (iii) Amendments to the Constitution may be proposed at Council meetings by members of the council;
  - (iv) The proposed change will be discussed and voted on by the council;
  - (v) The proposal may be accepted by a substantive majority of all council members with 75% quorum; and,
  - (vi) Both council and board need to agree on the amendment to pass the legislative amendment.
  - (vii) An amendment to split ISA or change the composition of the board shall be considered invalid and no force.
    - a) Such amendment shall lead to immediate dissolving/relieving the council/council member proposing the amendment.
  - (viii) No affiliated party external to ISA such as UASU, GSA, DoS, ISS or SGS can interfere in the amendment of ISA's constitution.
    - a) External parties can only interfere to implement the ISA Constitution/Bylaws in case it is violated by the councils or board.
-

## **Article 9. Dissolution**

This article refers to the dissolution process for the ISA, including a description of the cases when the ISA shall be dissolved.

### **Section 9.01 Call to Dissolution**

- a) The ISA shall be dissolved according to the dissolution process outlined in this article as per the order, if no interest is shown to continue the ISA's activities. A lack of interest shall be assumed if either of the following conditions are met:
  - a. the C.R.O. does not receive any nominations during the nomination period for the executive elections;
  - b. the ISA membership falls below 10 members.

### **Section 9.02 Dissolution Process**

- (i) The C.R.O shall inform the councils/board about the lack of interest in executive positions by ISA members, councillors get a chance to nominate themselves for the positions and take the position without any elections. In case of multiple nominations for a single position, elections are held;
- (ii) If the council fails to fill the executive positions, then the UAI is informed about the situation and an email is sent to all international students by the UAI to seek candidates interested in filling positions without elections. The C.R.O, Chancellors and the last president shall conduct interviews and assign the positions;
- (iii) The SU/GSA Executives are informed about the situation by the C.R.O and are given the right to fill vacant positions in ISA by any means as per the jurisdiction of the SU/GSA Executives. A duty of filling the positions is given to the SU/GSA Executives and the ISA constitution is bypassed until a new ISA Board is appointed by the SU/GSA Executives;
- (iv) If the ISA Board positions are still completely vacant, then Section 9.03 of Article 9 is implemented by the C.R.O or the President.

### **Section 9.03 Dissolution**

- (i) All corresponding authorities and the members, in general, shall be, informed about the dissolution of the ISA;
- (ii) The VP Finance shall conduct an audit on the ISA's assets and certify that all liabilities are cleared;
- (iii) The VP Finance shall ensure that the ISA's funds are held in trust by the University of Alberta Students' Union;
- (iv) If the funds cannot be held in trust by any of these organizations, they should be donated to a registered charity chosen by the executive committee;
- (v) The VP Finance shall make sure that the ISA's bank account is closed;
- (vi) In case of unavailability of the VP Finance or any executive, the SU/GSA shall enact Article 9, by acting as the VP Finance.



**University of Alberta  
International Students' Association**

**Bylaws**

Enacted: Sep 7, 2020  
First Amendment: Oct 26, 2020

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## Bylaw 100 - A Bylaw respecting the ISA's Graduate Council

The Graduate Chancellor of the ISA-G is responsible for enacting Bylaw 100 on regular operational basis.

### 1. Definitions:

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1. **International Students:** Students currently holding a valid study permit and paying the international students' differential fees at the University of Alberta.
2. **Domestic Students:** Students who are not paying international students' differential fees.
3. **Councils:** The Graduate and Undergraduate Councils of International Students' Association.
4. **ISA's Graduate Council (ISA-G):** The graduate council of ISA consisting of elected representatives of all international graduate students and ISA Board members.
5. **ISA's Undergraduate Council (ISA-U):** The undergraduate council of ISA consisting of elected representatives of all international undergraduate students and ISA Board members.
6. **Chancellors:** The Graduate and Undergraduate Chancellors of ISA-G and ISA-U respectively.
7. **Graduate Chancellor:** The speaker of the ISA's Graduate Council and it's representative in the ISA Board.
8. **Undergraduate Chancellor:** The speaker of the ISA's Undergraduate Council and it's representative in the ISA Board.
9. **ISA Board (ISA-B):** The Executive Committee of the International Students' Association (ISA). It consists of,
  - a. the President of the International Students' Association (ISA);
  - b. Vice Presidents of the International Students' Association (ISA);
  - c. the Chancellors of the Councils;
10. **Student Groups:** Student groups that are currently registered with the Student Group Services (SGS) within the University of Alberta.
11. **Joint Candidates:** Two candidates can contest for an executive position and take the role jointly if elected.
12. **Student Representative Association (SRA):** Any association of undergraduate students that represents a definable and enumerable constituency, to which University of Alberta's Students' Council exclusively delegates its representative authority.
13. **Regional Students' Associations:** Student groups whose members are students from a specific country or region in the world, outside of Canada.
14. **Representative Students' Associations:** The partner Regional Students' Associations or Student Representative Associations (SRAs) that have representation in the ISA's Councils.
15. **Delegate:** An executive delegated by a representative students' association to the ISA's Councils.
16. **Councillor:** Every elected member of the council with voting right.
17. **ISA Legislature:** Constitution and Bylaws of ISA are considered as ISA legislature and they should be used to govern the framework/operations of ISA.

18. **C.R.O.:** Chief Returning Officer of the International Students' Association (ISA).
19. **D.R.O.:** A Deputy Returning Officer of the International Students' Association (ISA).
20. **Simple Majority:** 50% of the votes plus one, rounded down (e.g.: 8 out of 15) of the present voting members with abstentions considered as not present.
21. **Substantive Majority:** two-thirds of the votes, rounded up (e.g.: 14 out of 20) of the present voting members with abstentions considered as not present.
22. **Quorum:** The minimum number of members needed to call a council meeting or the ISA Board meeting.

## 2. Composition of the Graduate Council:

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- a. The graduate council consist of fifteen (15) directly elected graduate councillors with voting right;
- b. The ISA Board members:
  - i. President (non-voting);
  - ii. Graduate Chancellor (non-voting);
  - iii. Undergraduate Chancellor (non-voting);
  - iv. Vice President Academic (voting);
  - v. Vice President Communications (non-voting);
  - vi. Vice President External (non-voting);
  - vii. Vice President Finance (non-voting);
  - viii. Vice President Graduate Affairs (voting);
  - ix. Vice President Internal (non-voting);
  - x. Vice President Student life (non-voting);
  - xi. Manager (As per 100.3.f);
  - xii. Graduate Student Governance Officer (SGO-G) (voting);
  - xiii. Undergraduate Student Governance Officer (SGO-U) (non-voting);
- c. One (1) representative of the University of Alberta Graduate Students' Association (voting);
- d. Every voting member of the graduate council has one (1) vote and all the votes are weighted equally.
- e. The required quorum for council meetings shall be at least 50% of the voting council members.
- f. A motion needs a simple majority to pass unless this requirement is raised by the provisions mentioned in the constitution/bylaw for a specific type of motions.

## 3. Appointment

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- a. The following members are automatically given the Graduate Council membership through elections:
  - i. President (non-voting);
  - ii. Graduate Chancellor (non-voting);
  - iii. Undergraduate Chancellor (non-voting);
  - iv. Vice President Academic (voting);
  - v. Vice President Communications (non-voting);

- vi. Vice President External (non-voting);
- vii. Vice President Finance (non-voting);
- viii. Vice President Graduate Affairs (voting);
- ix. Vice President Internal (non-voting);
- x. Vice President Student life (non-voting);
- b. The representative of the University of Alberta Graduate Students' Association is appointed by the University of Alberta Graduate Students' Association Board by a vote on a motion submitted on behalf of the ISA by a GSA Board member.
- c. Graduate Chancellor, Board members, and councillors are elected as per the bylaw respecting elections.
- d. The delegates from the representative students' associations are appointed by the executive committees of the representative students' associations and the Council shall ratify the delegate in the first council meeting.
- e. The delegates must be international students and representatives can be an international student or a domestic student.
- f. Manager is appointed by the board and shall have a vote, if they are a graduate student.
- g. The Standing Council Committee appointments are made in the first council meeting and the councillors can put forward their candidacy. The Council members shall vote on each application to appoint members for the Standing Council Committee.
  - 1. The Graduate Student Governance officer is the chair of the committee.
    - a. The ISA Board will appoint the Graduate Student Governance Officer.

#### 4. Resignation

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- a. Every member has the right to resign with a 2 weeks advance notice to the ISA;
  - 1. The resignation letter shall be emailed to the graduate Chancellor;
  - 2. The ISA Board shall be informed about the resignation of any council member by the Chancellor; and,
  - 3. The board will recommend a general graduate member for the vacant council position and the graduate council have the right to vote and give the councillorship.
- b. If a voting board member resigns, the process of filling an ISA Board's vacant position shall be as follows,
  - 1. The councillors can propose their intention to fill the vacant position to the ISA Board.
  - 2. The ISA Board shall nominate candidates for the vacant position.
  - 3. The Council shall vote for the nominated candidate to fill the position.
- c. If the Chancellor resigns, elections within the council will be held for the position.

#### 5. Impeachment

---

- a. An ISA Board graduate member can be impeached by a formal motion submitted

- by any member of the graduate Council.
  1. This motion requires a substantive majority in the graduate council.
- b. Undergraduate council have the right to initiate the impeachment of a graduate board member, but only graduate council can make the impeachment.
- c. In the case of joint candidates, it is possible to impeach a single candidate.
  1. If one candidate is impeached, the other candidate gets the sole control of the executive position for the rest of their tenure irrespective of the position sharing mechanism selected during elections.
- d. The process of filling an ISA Board's vacant position shall be as follows,
  1. The councillors can propose their intention to fill the vacant position to the ISA Board.
  2. The ISA Board shall nominate candidates for the vacant position.
  3. The Council shall vote for the nominated candidate to fill the position.
- e. A councillor can be impeached by a formal motion, which must be submitted by a member of the Council;
  1. A simple majority is required to impeach a councillor.
  2. The board can suggest a general member for a councillor position, and the council can vote to give the councillorship.
- f. The representatives and delegates cannot be impeached by the Council.
- g. If the Chancellor is impeached, elections within the council will be held for the position.

## 6. Structure of Meetings

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- a. The Order of Business for the Council shall be:
  1. Call to Order;
  2. Introduction;
    - a. Approval of Agenda, and
    - b. Approval of Minutes.
  3. Motions;
  4. Discussion;
  5. Presentations;
  6. Executive Reports; and,
    - a. President;
    - b. Graduate Chancellor;
    - c. Vice President Academic;
    - d. Vice President Communications;
    - e. Vice President External;
    - f. Vice President Finance;
    - g. Vice President Graduate Affairs;
    - h. Vice President Internal;
    - i. Vice President Student life;
  7. Adjournment

- b. The Council meetings shall be held at a minimum frequency of once per month during the academic year, with June, July, and August as possible exceptions.
- c. During the first council meeting of the year, the council shall define the calendar for all future council meetings for the year.
- d. The ISA Board may call for meetings with a prior notice of 24 hours in the event of an emergency.
- e. Council meetings will be of three hours with first hour for grad council, second hour as a join council meeting, and third hour for undergrad council.
- f. The Council meetings shall be open to the public except in-camera sessions.
- g. Individuals or groups may be invited to give a presentation about an issue of interest to the ISA during council meetings.
- h. The required quorum for council meetings is at least 50% of the voting council members.
- i. A motion requires a simple majority to pass unless this requirement is raised by the provisions mentioned in the constitution/bylaws for specific types of motions.

## 7. Council Meeting Conduct

---

- a. The Graduate Chancellor of the Graduate Council must maintain the decorum at the Council meeting.
- b. Members presenting the motion must introduce the motion to the council upon recognition by the Graduate Chancellor.
- c. The process to carry a motion shall be:
  - 1. The Council members shall submit the motion to the Standing Council Committee, 24 hours prior to the Council meeting so that the motion can added to the agenda;
    - a. Chancellor and President are exempted from 24 hour deadline.
  - 2. Members of the council shall exercise the right to speak;
  - 3. The member of council shall move a motion for consideration; and,
  - 4. At least one distinct Council member shall second the motion for it to be considered.
- d. Discussions in the Council shall be conducted in accordance with the circle and in the following manner:
  - 1. The member who brought the discussion item forward will introduce the motion.
  - 2. From the introducing member, the discussion shall continue in clockwise fashion until each member present has been given an opportunity to speak;
  - 3. After a single rotation, members shall be given the opportunity to ask and answer questions regarding the discussion at hand; and
  - 4. This shall continue, in a clockwise fashion, until the discussion has been resolved.
- e. Members of the Council shall not harass any Council members either inside or outside of the Council meetings.

1. Harassment shall be defined within the context of the University of Alberta Discrimination, Harassment and Duty to Accommodate Policy and include conduct or comment, either once or repeatedly, that is:
  - a. Demeaning, intimidating, threatening, or abusive;
  - b. Nontrivial or fleeting in nature;
  - c. Offensive and should have reasonably been expected to offend;
  - d. Non legitimate on purpose;
  - e. Undermining the authority or respect; and/or
  - f. Creating an intimidating, hostile, or offensive environment.
- f. The ISA board is responsible for dealing with every harassment incident and have the right to classify member in bad standing.
- g. Honorary members can attend the council meetings and are considered as non-voting council members.
  1. Honorary council member recognised as advisor of ISA can only attend in-camera sessions.
  2. Councils can decide to award an honorary member with status of an advisor.
- h. In-Camera Session:
  1. All discussions during an in-camera session shall stay internal.
  2. The meeting minutes of an in-camera session are stored separately and are only available to the members of the Council.
  3. Disclosing any detail from an in-camera session will result in immediate termination of the Council membership.
  4. An appeal can be made to the ISA Board and the ISA Board shall pass the final verdict.
  5. Any member of the council can ask for an immediate in-person session.
  6. An ISA member without a Council membership cannot attend an in-camera session with exception to honorary members with advisor status.
  7. The votes conducted in an in-camera session shall be made public without disclosing the arguments presented and the details of the voting members from the session.
- i. Any member of the ISA Board can ask for the ISA Board minutes at any time. The ISA Board members can leave the Council Chamber for a maximum of ten (10) minutes, to discuss any matter in confidentiality.
  1. the Council cannot decline a request for the ISA Board Minutes;
  2. the Council meeting shall be stopped during the ISA Board Minutes.

## 8. Rights and Duties of Council Members

---

- a. Duties and Rights of the Chancellor
  1. The Chancellor is the spokesperson of the Council.

2. Act as the chair of the Council.
3. Represent the Council in the ISA Board meetings.
4. Motions shall be submitted to the Chancellor or Standing Council Committee.
5. The Chancellor can exercise every power needed to implement a motion passed by the Council, with or without the support of the ISA Board.
6. Ensure that the constitution/Bylaws of the ISA are followed and safeguard the very spirit of the ISA.
7. Moderate the discussions in the Council and maintain the Council procedures.
8. The Chancellor has the right to change the Order of Business, if needed upon the request of a council member.
9. Any member of the council can be asked to leave the council meeting by the Chancellor, if the respective member is stopping the council from operating or interfering in the council procedures.
10. The Chancellor has the right to demand the Council's approval on any decision being made by the ISA Board, that the chancellor determines as an important decision.

b. Rights of the Graduate Council members:

1. Right to speak;
2. Right to present motions;
3. Right to ask for an immediate vote on motions self-presented;
4. Right to vote;
5. Right to delegate their rights to a general member for a maximum of one council meeting with a written 24 hours prior notification to the Chancellor.
6. Right to information.
7. Right to request for an emergency council meeting.
8. If a councillor cannot attend a meeting in person, they may attend via an audio or video communications software. If this is not possible, they may designate a proxy.
  - a. Proxy shall not have voting right

c. The requests for emergency council meetings shall be submitted to the Standing Council Committee by any member of the council. ISA Board will decide on such requests.

d. Honorary Members can attend any council/board meeting and shall have rights of general members.

1. Honorary members with title of an ISA Advisor shall have all rights of councillors except voting right in a council meeting.
2. Honorary members with title of an ISA Advisor shall have all rights of the board members except voting right in a board meeting.

e. Rights of General Members:

1. Right to attend the Council meetings.

2. Right to speak/present in the Council.
3. Right to information as per bylaw 600.

## 9. Power share and conflicts

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- a. Conflicts in Legislatures:
  1. In case of a conflict between the constitution and Bylaws, the constitution prevails;
  2. The Standing Council Committee shall provide its suggestions on the conflict in legislatures with explanations about the intentions of the legislature;
  3. The Councils are responsible for the final interpretation and enforcement of the ISA legislation; and,
  4. The members of the ISA have a right to initiate a complaint before the Councils about the contravention of the ISA legislation.
- b. Conflicts between Councils:
  1. In case of conflict between councils, the board shall stay neutral and will not execute decision passed by any council; and,
  2. The Chancellors of respective councils shall advocate/execute their respective council decisions on.
- c. The graduate council cannot vote on any matter affecting undergraduate international students.
- d. Graduate council is elected by graduate international students and thus only represent the graduate international students, reserving its right to advocate for graduate international students.
- e. The Board handles the everyday operations of the association, and the council oversees the rules of the association, sets the direction for the executive, and holds the executive accountable to student interests.

## 10. Committees

---

- a. The Council has the right to form and deform committees.
- b. The council have right to delegates its rights/powers to the committees.
- c. Standing Council Committee
  1. Chaired by the SGO-G.
  2. Act as the internal working body of the Council;
  3. All motions and requests need to be submitted to Standing Council Committee;
  4. The Standing Council Committee shall provide its suggestions on the conflict in legislatures with explanations about the intentions of the legislature.
  5. Responsible for organizing/managing the council meetings.

## 11. Attendance

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- a. If a council member does not attend three consecutive council meetings, it shall be considered as their resignation;
- b. The vacant positions due to a lack of attendance shall be filled as per this bylaw.

#### 12. No force or effect

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- a. Any decision of the Graduate Council that is in conflict with the federal or provincial statute, common law, or traditional law and/or practices, is of no force or effect.
  - b. Any decision that violates the constitution or the bylaws, is of no force or effect.
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## Bylaw 200 - A Bylaw respecting the ISA's Undergraduate Council

The Undergraduate Chancellor of the ISA-U is responsible for enacting Bylaw 200 on regular operational basis.

### 1. Definitions:

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1. **International Students:** Students currently holding a valid study permit and paying the international students' differential fees at the University of Alberta.
2. **Domestic Students:** Students who are not paying international students' differential fees.
3. **Councils:** The Graduate and Undergraduate Councils of International Students' Association.
4. **ISA's Graduate Council (ISA-G):** The graduate council of ISA consisting of elected representatives of all international graduate students and ISA Board members.
5. **ISA's Undergraduate Council (ISA-U):** The undergraduate council of ISA consisting of elected representatives of all international undergraduate students and ISA Board members.
6. **Chancellors:** The Graduate and Undergraduate Chancellors of ISA-G and ISA-U respectively.
7. **Graduate Chancellor:** The speaker of the ISA's Graduate Council and it's representative in the ISA Board.
8. **Undergraduate Chancellor:** The speaker of the ISA's Undergraduate Council and it's representative in the ISA Board.
9. **ISA Board (ISA-B):** The Executive Committee of the International Students' Association (ISA). It consists of,
  - a. the President of the International Students' Association (ISA);
  - b. Vice Presidents of the International Students' Association (ISA);
  - c. the Chancellors of the Councils;
10. **Student Groups:** Student groups that are currently registered with the Student Group Services (SGS) within the University of Alberta.
11. **Joint Candidates:** Two candidates can contest for an executive position and take the role jointly if elected.
12. **Student Representative Association (SRA):** Any association of undergraduate students that represents a definable and enumerable constituency, to which University of Alberta's Students' Council exclusively delegates its representative authority.
13. **Regional Students' Associations:** Student groups whose members are students from a specific country or region in the world, outside of Canada.
14. **Representative Students' Associations:** The partner Regional Students' Associations or Student Representative Associations (SRAs) that have representation in the ISA's Councils.
15. **Delegate:** An executive delegated by a representative students' association to the ISA's Councils.
16. **Councillor:** Every elected member of the council with voting right.

17. **ISA Legislature:** Constitution and Bylaws of ISA are considered as ISA legislature and they should be used to govern the framework/operations of ISA.
18. **C.R.O.:** Chief Returning Officer of the International Students' Association (ISA).
19. **D.R.O.:** A Deputy Returning Officer of the International Students' Association (ISA).
20. **Simple Majority:** 50% of the votes plus one, rounded down (e.g.: 8 out of 15) of the present voting members with abstentions considered as not present.
21. **Substantive Majority:** two-thirds of the votes, rounded up (e.g.: 14 out of 20) of the present voting members with abstentions considered as not present.
22. **Quorum:** The minimum number of members needed to call a council meeting or the ISA Board meeting.

## 2. Composition of the Undergraduate Council:

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- a. The undergraduate council consist of twenty (20) directly elected undergraduate councillors with voting right;
- b. The ISA Board members:
  - i. President (voting);
  - ii. Graduate Chancellor (non-voting);
  - iii. Undergraduate Chancellor (non-voting);
  - iv. Vice President Academic (non-voting);
  - v. Vice President Communications (voting);
  - vi. Vice President External (voting);
  - vii. Vice President Finance (voting);
  - viii. Vice President Graduate Affairs (non-voting);
  - ix. Vice President Internal (voting);
  - x. Vice President Student life (voting);
  - xi. Manager (As per 200.3.f);
  - xii. Graduate Student Governance Officer (SGO-G) (non-voting);
  - xiii. Undergraduate Student Governance Officer (SGO-U) (voting);
- c. One (1) representative of the University of Alberta Students' Union; and,
- d. One (1) delegate from every representative student associations.
- e. Every voting member of the council has one (1) vote and all the votes are weighted equally.
- f. The required quorum for council meetings shall be at least 50% of the voting council members.
- g. A motion needs a simple majority to pass unless this requirement is raised by the provisions mentioned in the constitution/bylaw for a specific type of motions.

## 3. Appointment

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- a. The following members are automatically given the undergraduate Council membership through elections:
  - i. President voting);
  - ii. Graduate Chancellor (non-voting);
  - iii. Undergraduate Chancellor (non-voting);

- iv. Vice President Academic (non-voting);
  - v. Vice President Communications (voting);
  - vi. Vice President External (voting);
  - vii. Vice President Finance (voting);
  - viii. Vice President Graduate Affairs (non-voting);
  - ix. Vice President Internal (voting); and,
  - x. Vice President Student life (voting),
- b. The representative of the University of Alberta Students' Union is appointed by the University of Alberta Students' Council by a vote on a motion submitted on behalf of the ISA by a Students' Council member.
  - c. Graduate Chancellor, Board members, and councillors are elected as per the bylaw respecting elections.
  - d. The delegates from the representative students' associations are appointed by the executive committees of the representative students' associations and the Council shall ratify the delegate in the first council meeting.
  - e. The delegates must be international students and representatives can be an international student or a domestic student.
  - f. Manager is appointed by the board and shall have a vote, if they are an undergraduate student.
  - g. The Standing Council Committee appointments are made in the first council meeting and the councillors can put forward their candidacy. The Council members shall vote on each application to appoint members for the Standing Council Committee.
    - 1. The Undergraduate Student Governance officer is the chair of the committee.
      - a. The ISA Board will appoint the Undergraduate Student Governance Officer.

#### 4. Resignation

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- a. Every member has the right to resign with a 2 weeks advance notice to the ISA;
  - 1. The resignation letter shall be emailed to the undergraduate Chancellor;
  - 2. The ISA Board shall be informed about the resignation of any council member by the Chancellor;
  - 3. The board will recommend a general undergraduate member for the vacant council position and the undergraduate council have the right to vote and give the councillorship.
- b. If a voting board member resigns, the process of filling an ISA Board's vacant position shall be as follows,
  - 1. The councillors can propose their intention to fill the vacant position to the ISA Board.
  - 2. The ISA Board shall nominate candidates for the vacant position.
  - 3. The Council shall vote for the nominated candidate to fill the position.
- c. If the Chancellor resigns, elections within the council will be held for the position.

## 5. Impeachment

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- a. An ISA Board undergraduate member can be impeached by a formal motion submitted by any member of the undergraduate Council.
  - 1. This motion requires a substantive majority in the undergraduate council.
- b. Graduate council have the right to initiate the impeachment of a undergraduate board member but only undergraduate council can make the impeachment.
- c. In the case of joint candidates, it is possible to impeach a single candidate.
  - 1. If one candidate is impeached, the other candidate gets the sole control of the executive position for the rest of their tenure irrespective of the position sharing mechanism selected during elections.
- d. The process of filling an ISA Board's vacant position shall be as follows,
  - 1. The councillors can propose their intention to fill the vacant position to the ISA Board.
  - 2. The ISA Board shall nominate candidates for the vacant position.
  - 3. The Council shall vote for the nominated candidate to fill the position.
- e. A councillor can be impeached by a formal motion, which must be submitted by a member of the Council;
  - 1. A simple majority is required to impeach a councillor.
  - 2. The board can suggest a general member for a councillor position, and the council can vote to give the councillorship.
- f. The representatives and delegates cannot be impeached by the Council.
- g. If the Chancellor is impeached, elections within the council will be held for the position.

## 6. Structure of Meetings

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- a. The Order of Business for the Council shall be:
  - 1. Call to Order;
  - 2. Presentations;
  - 3. Executive Reports;
    - a. President;
    - b. Graduate Chancellor;
    - c. Vice President Academic;
    - d. Vice President Communications;
    - e. Vice President External;
    - f. Vice President Finance;
    - g. Vice President Graduate Affairs;
    - h. Vice President Internal;
    - i. Vice President Student life;
  - 4. Introduction;
    - a. Approval of Agenda, and
    - b. Approval of Minutes.

5. Motions;
  6. Discussion; and
  7. Adjournment
- b. The Council meetings shall be held at a minimum frequency of once per month during the academic year, with June, July, and August as possible exceptions.
  - c. During the first council meeting of the year, the council shall define the calendar for all future council meetings for the year.
  - d. The ISA Board may call for meetings with a prior notice of 24 hours in the event of an emergency.
  - e. Council meetings will be of three hours with first hour for grad council, second hour as a join council meeting, and third hour for undergrad council.
  - f. The Council meetings shall be open to the public except in-camera sessions.
  - g. Individuals or groups may be invited to give a presentation about an issue of interest to the ISA during council meetings.
  - h. The required quorum for council meetings is at least 50% of the voting council members.
  - i. A motion requires a simple majority to pass unless this requirement is raised by the provisions mentioned in the constitution/bylaws for specific types of motions.

## 7. Council Meeting Conduct

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- a. The Undergraduate Chancellor of the Undergraduate Council must maintain the decorum at the Council meeting.
- b. Members presenting the motion must introduce the motion to the council upon recognition by the Undergraduate Chancellor.
- c. The process to carry a motion shall be:
  1. The Council members shall submit the motion to the Standing Council Committee, 24 hours prior to the Council meeting so that the motion can added to the agenda;
    - a. Chancellor and President are exempted from 24 hour deadline.
  2. Members of the council shall exercise the right to speak;
  3. The member of council shall move a motion for consideration; and,
  4. At least one distinct Council member shall second the motion for it to be considered.
- d. Discussions in the Council shall be conducted in accordance with the circle and in the following manner:
  1. The member who brought the discussion item forward will introduce the motion.
  2. From the introducing member, the discussion shall continue in clockwise fashion until each member present has been given an opportunity to speak;
  3. After a single rotation, members shall be given the opportunity to ask and answer questions regarding the discussion at hand; and

4. This shall continue, in a clockwise fashion, until the discussion has been resolved.
- e. Members of the Council shall not harass any Council members either inside or outside of the Council meetings.
  1. Harassment shall be defined within the context of the University of Alberta Discrimination, Harassment and Duty to Accommodate Policy and include conduct or comment, either once or repeatedly, that is:
    - a. Demeaning, intimidating, threatening, or abusive;
    - b. Nontrivial or fleeting in nature;
    - c. Offensive and should have reasonably been expected to offend;
    - d. Non legitimate on purpose;
    - e. Undermining the authority or respect; and/or
    - f. Creating an intimidating, hostile, or offensive environment.
- f. The ISA board is responsible for dealing with every harassment incident and have the right to classify member in bad standing.
- g. Honorary members can attend the council meetings and are considered as non-voting council members.
  1. Honorary council member recognised as advisor of ISA can only attend in-camera sessions.
  2. Councils can decide to award an honorary member with status of an advisor.
- h. In-Camera Session:
  1. All discussions during an in-camera session shall stay internal.
  2. The meeting minutes of an in-camera session are stored separately and are only available to the members of the Council.
  3. Disclosing any detail from an in-camera session will result in immediate termination of the Council membership.
  4. An appeal can be made to the ISA Board and the ISA Board shall pass the final verdict.
  5. Any member of the council can ask for an immediate in-person session.
  6. An ISA member without a Council membership cannot attend an in-camera session with exception to honorary members with advisor status.
  7. The votes conducted in an in-camera session shall be made public without disclosing the arguments presented and the details of the voting members from the session.
- i. Any member of the ISA Board can ask for the ISA Board minutes at any time. The ISA Board members can leave the Council Chamber for a maximum of ten (10) minutes, to discuss any matter in confidentiality.
  1. the Council cannot decline a request for the ISA Board Minutes;
  2. the Council meeting shall be stopped during the ISA Board Minutes.

## 8. Rights and Duties of Council Members

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- a. Duties and Rights of the Chancellor
  1. The Chancellor is the spokesperson of the Council.
  2. Act as the chair of the Council.
  3. Represent the Council in the ISA Board meetings.
  4. Motions shall be submitted to the Chancellor.
  5. The Chancellor can exercise every power needed to implement a motion passed by the Council, with or without the support of the ISA Board.
  6. Ensure that the constitution/Bylaws of the ISA are followed and safeguard the very spirit of the ISA.
  7. Moderate the discussions in the Council and maintain the Council procedures.
  8. The Chancellor has the right to change the Order of Business, if needed upon the request of a council member.
  9. Any member of the council can be asked to leave the council meeting by the Chancellor if the respective member is stopping the council from operating or interfering in the council procedures.
  10. The Chancellor has the right to demand the Council's approval on any decision being made by the ISA Board, that the chancellor determines as an important decision.
- b. Rights of the Undergraduate Council members:
  1. Right to speak;
  2. Right to present motions;
  3. Right to ask for an immediate vote on motions self-presented;
  4. Right to vote;
  5. Right to delegate their rights to a general member for a maximum of one council meeting with a written 24 hours prior notification to the Chancellor.
  6. Right to information.
  7. Right to request for an emergency council meeting.
  8. If a councillor cannot attend a meeting in person, they may attend via an audio or video communications software. If this is not possible, they may designate a proxy.
    - a. Proxy shall not have voting right
- c. The requests for emergency council meetings shall be submitted to the Standing Council Committee by any member of the council. ISA Board will decide on such requests.
- d. Honorary Members can attend any council/board meeting shall have rights of general members.
  1. Honorary members with title of an ISA Advisor shall have all rights of councillors except voting right in a council meeting.
  2. Honorary members with title of an ISA Advisor shall have all rights of the board members except voting right in a board meeting.

e. Rights of General Members:

1. Right to attend the Council meetings.
2. Right to speak/present in the Council.
3. Right to information as per bylaw 600.

## 9. Power share and conflicts

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a. Conflicts in Legislatures:

1. In case of a conflict between the constitution and Bylaws, the constitution prevails;
2. The Standing Council Committee shall provide its suggestions on the conflict in legislatures with explanations about the intentions of the legislature;
3. The Councils are responsible for the final interpretation and enforcement of the ISA legislation;
4. The members of the ISA have a right to initiate a complaint before the Councils about the contravention of the ISA legislation.

b. Conflicts between Councils:

1. In case of conflict between councils, the board shall stay neutral and will not execute decision passed by any council; and,
2. The Chancellors of respective councils shall advocate/execute their respective council decisions on.

c. The undergraduate council cannot vote on any matter affecting graduate international students.

d. Undergraduate council is elected by undergraduate international students and thus only represent the undergraduate international students, reserving its right to advocate for undergraduate international students.

e. The Board handles the everyday operations of the association, and the council oversees the rules of the association, sets the direction for the executive, and holds the executive accountable to student interests.

## 10. Committees

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a. The Council has the right to form and deform committees.

b. The council have right to delegates its rights/powers to the committees or regional student groups.

c. Standing Council Committee

1. Chaired by the SGO-G.
2. Act as the internal working body of the Council;
3. All motions and requests need to be submitted to Standing Council Committee;
4. The Standing Council Committee shall provide its suggestions on the conflict in legislatures with explanations about the intentions of the legislature; and,
5. Responsible for organizing/managing the council meetings.

## 11. Attendance

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- a. If a council member does not attend three consecutive council meetings, it shall be considered as their resignation;
- b. The vacant positions due to a lack of attendance shall be filled as per this bylaw.

## 12. No force or effect

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- a. Any decision of the Undergraduate Council that is in conflict with the federal or provincial statute, common law, or traditional law and/or practices, is of no force or effect.
- b. Any decision that violate the SU political policies or bylaws, is of no force or effect.
- c. Any decision that violates the constitution or the bylaws, is of no force or

## Bylaw 300 – A Bylaw respecting ISA Board

ISA President is responsible for enacting Bylaw 300 on a regular operational basis.

### 1. Definition

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- a. **International Students:** Students currently holding a valid study permit and paying the international students' differential fees at the University of Alberta.
- b. **Domestic Students:** Students who are not paying international students' differential fees.
- c. **Councils:** The Graduate and Undergraduate Councils of International Students' Association.
- d. **ISA's Graduate Council (ISA-G):** The graduate council of ISA consisting of elected representatives of all international graduate students and ISA Board members.
- e. **ISA's Undergraduate Council (ISA-U):** The undergraduate council of ISA consisting of elected representatives of all international undergraduate students and ISA Board members.
- f. **Chancellors:** The Graduate and Undergraduate Chancellors of ISA-G and ISA-U respectively.
- g. **Graduate Chancellor:** The speaker of the ISA's Graduate Council and it's representative in the ISA Board.
- h. **Undergraduate Chancellor:** The speaker of the ISA's Undergraduate Council and it's representative in the ISA Board.
- i. **ISA Board (ISA-B):** The Executive Committee of the International Students' Association (ISA). It consists of,
  1. the President of the International Students' Association (ISA);
  2. Vice Presidents of the International Students' Association (ISA);
  3. the Chancellors of the Councils;
- j. **Student Groups:** Student groups that are currently registered with the Student Group Services (SGS) within the University of Alberta.
- k. **Joint Candidates:** Two candidates can contest for an executive position and take the role jointly if elected.
- l. **Department:** ISA shall have seven departments with a Vice President leading each department.
- m. **Student Representative Association (SRA):** Any association of undergraduate students that represents a definable and enumerable constituency, to which University of Alberta's Students' Council exclusively delegates its representative authority.
- n. **Regional Students' Associations:** Student groups whose members are students from a specific country or region in the world, outside of Canada.
- o. **Representative Students' Associations:** The partner Regional Students' Associations or Student Representative Associations (SRAs) that have representation in the ISA's Councils.

- p. **Delegate:** An executive delegated by a representative students' association to the ISA's Councils.
- q. **Councillor:** Every elected member of the council with voting right.
- r. **ISA Legislature:** Constitution and Bylaws of ISA are considered as ISA legislature and they should be used to govern the framework/operations of ISA.
- s. **C.R.O.:** Chief Returning Officer of the International Students' Association (ISA).
- t. **D.R.O.:** A Deputy Returning Officer of the International Students' Association (ISA).
- u. **Simple Majority:** 50% of the votes plus one, rounded down (e.g.: 8 out of 15) of the present voting members with abstentions considered as not present.
- v. **Substantive Majority:** two-thirds of the votes, rounded up (e.g.: 14 out of 20) of the present voting members with abstentions considered as not present.
- w. **Quorum:** The minimum number of members needed to call a council meeting or the ISA Board meeting.

## 2. Composition of ISA Board

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- a. The ISA Board comprises of following elected members:
  1. the President (undergraduate);
  2. the Graduate Chancellor (graduate);
  3. the Undergraduate Chancellor (undergraduate);
  4. the Vice President Academic (graduate);
  5. the Vice President Communications (undergraduate);
  6. the Vice President External (undergraduate);
  7. the Vice President Finance (undergraduate);
  8. the Vice President Graduate Affairs (graduate);
  9. the Vice President Internal (undergraduate);
  10. the Vice President Student Life (undergraduate);
- b. The ISA Board comprises of following support members:
  1. Student Governance officer Graduate (SGO-G);
  2. Student Governance officer Undergraduate (SGO-U);
  3. Manager.
- c. The elected board seats are reserved as graduate and undergraduate seats for respective graduate council or/and undergraduate council to elect as per Article 3. The composition is not changeable by any councils, board or referendum.
- d. Joint candidates will exercise their rights as per the mechanism selected from Bylaw 400 during the time of elections.
- e. The quorum for the board meetings is a minimum of four (4) undergraduate board members and one (1) graduate board member;
- f. Decision in board meeting are made based on consensus of all the elected members.
  1. If the Board is not able to make a decision on basis on consensus, then President, Graduate Chancellor and Undergraduate Chancellor can unanimously ask the board to vote and make the decision.

### 3. Appointment

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- a. The following members are considered as elected members:
  - 1. the President (undergraduate);
  - 2. the Graduate Chancellor (graduate);
  - 3. the Undergraduate Chancellor (undergraduate);
  - 4. the Vice President Academic (graduate);
  - 5. the Vice President Communications (undergraduate);
  - 6. the Vice President External (undergraduate);
  - 7. the Vice President Finance (undergraduate);
  - 8. the Vice President Graduate Affairs (graduate);
  - 9. the Vice President Internal (undergraduate);
  - 10. the Vice President Student Life (undergraduate);
- b. The Student Governance Officers and the Manager are appointed members.
  - 1. Appointments are made by the Elected board members at their discretion.

### 4. Resignation

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- a. The ISA Board members can resign with a 2-week advance notice to the ISA Board.
- b. The process of filling an ISA Board's vacant position shall be as follows,
  - 1. The councillors can propose their intention to fill the vacant position to the ISA Board.
  - 2. The ISA Board shall nominate candidates for the vacant position.
  - 3. The Council shall vote for the contested candidates to fill the position.
- c. Any joint candidate can resign solemnly, by-default giving the other candidate a complete authority for the respective position.
- d. If the Chancellor is impeached or resign bylaw 100 or 200 is applicable for filling vacant position.

### 5. Impeachment

---

- a. An ISA Board member can be impeached by a formal motion submitted by any member of the Council.
  - 1. This motion requires a substantive majority in the council that elects for that particular board position.
- b. In case of joint candidates, it is possible to impeach a single candidate.
  - 1. If one candidate is impeached, the other candidate gets the sole control of the executive position for the rest of their tenure irrespective of the position sharing mechanism selected during elections.
- c. The process of filling an ISA Board's vacant position shall be as follows,

1. The councillors can propose their intention to fill the vacant position to the ISA Board.
2. The ISA Board shall nominate candidates for the vacant position.
3. The Council shall vote for the nominated candidates by the board to fill the position.

## 6. Structure of Meetings

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- a. The Order of Business for the Board meetings shall be:
  1. Introduction;
    - a. Attendance;
    - b. Call to Order; and,
    - c. Approval of Agenda/Minutes.
  2. Presentations;
  3. Executive Reports;
    - a. President,
    - b. Vice President Academic;
    - c. Vice President Communications;
    - d. Vice President External;
    - e. Vice President Finance;
    - f. Vice President Graduate Affairs;
    - g. Vice President Internal;
    - h. Vice President Student life.
  4. Motions;
  5. General Business; and,
  6. Adjournment
- b. The ISA Board meetings shall take place every week.
- c. Every member of the ISA Board has the right to call an emergency meeting.
- d. Individuals or groups may be invited to attend the ISA Board meetings without a voting right as per a Board member's request.
- e. All board members can submit motions or discussion topics to the SGO's up to 24 hour prior to the board meeting.
  1. Chancellors and President are exempted from 24-hour deadline.
- f. The board members will finalize a four-month meeting schedule at the beginning of every semester;
- g. Honorary members can attend a board meeting as support board members.
- h. Honorary members with Advisor title, have all rights of elected board members except vote and will not be considered in consensus decision making.

## 7. ISA Board Rights

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- a. Rights of all elected board members with voting right:
  1. Right to speak;
  2. Right to vote only if vote is called by President, Undergrad Chancellor and Grad Chancellor unanimously;

3. Right to delegate their rights to a general member for a maximum of one Board meeting;
  4. Right to information; and,
  5. Right to request for an emergency Board meeting.
  6. If a Board member cannot attend a meeting in person, they may attend via an audio or video communications software. If this is not possible, they may designate a proxy or interim active board member.
    - a. Elected Board members need to vote to make any general member as interim active board member.
    - b. Proxy do not need board approval and shall be considered as guests in the board meeting with no rights of elected board members.
    - c. Interim active board members can be removed from its position at any time by real board member.
    - d. Interim active board member will have all the rights in absence of the real board member.
    - e. If the interim active board member is for more than a period of one month then council that elect for that position need to vote on appointment of interim active board member.
  7. The Chancellors have the right to demand the Council's approval on any decision that the Chancellors determines as an important decision affecting the political standing of ISA or advocacy policy.
  8. The Board have complete autonomy in the framework of the departments.
    - a. Right to create and remove director/coordinator positions to assist the Board members.
    - b. The respective Executive shall decide the responsibilities of the positions under their respective department.
    - c. Board can appoint, dismiss or transfer the director/coordinators in their respective departments.
- b. Rights and Duties of the ISA Board:
1. Review the membership of a member in a bad standing and decide at its discretion;
    - a. The conditions mentioned in bylaw 500 will lead to a member in bad standing.
    - b. The Board is allowed to impeach the members in a bad standing.
  2. The ISA Board may call Council meetings with a prior notice of 24 hours in the event of an emergency;
  3. The ISA shall have seven departments, one for each Vice President for their assistance;
    - a. Internal Department shall suggest candidates for each vacant departmental position; and,
    - b. Vice President of each department will accept/decline the

- suggested candidate for the appointment.
4. ISA Board has the right to make/implement/enact internal working policies at its discretion.
  5. ISA Board's decision prevails over the council's decision in all internal matters of ISA since the council consists of delegates/representatives of external organizations and they cannot be allowed to interfere in internal matters of ISA.
    - a. The Board has the jurisdiction to decide if a matter is internal to ISA or not.
  6. Internal Matters include and not limited to the following,
    - a. Departmental working policies.
    - b. ISA operations and procedures.
    - c. Management of directors and councillors.
    - d. Internal tasks of ISA.
    - e. Vice President's handling of their respective department.

#### 8. ISA Board Commitment to the Council

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- a. The ISA Board shall respect the Council's rights.
- b. The ISA Board shall take all final decisions on all internal matters of ISA.
- c. The ISA Board is accountable for its actions to the Council with exception to internal matters of ISA.
- d. The Council has the ultimate authority to represent all international students and thus have final say over ISA's political standing and advocacy policies.
- e. The Board handles the everyday operations of the association, and the council oversees the rules of the association, sets the direction for the executive, and holds the executive accountable to student interests.

#### 9. Attendance

---

- a. If a Board member does not attend three consecutive board meetings, it shall be considered as their resignation;
- b. The vacant position due to a lack of attendance shall be filled as per this bylaw.

#### 10. No force or effect

---

- a. Any decision of the ISA's Councils/board that is in conflict with the federal or provincial statute, common law, or traditional law and/or practices is of no force or effect.
- b. Any decision that violates the rights of the Council as per bylaw 100 or 200, is of no force or effect.

## Bylaw 400 - A Bylaw respecting Elections

Chancellor, President and C.R.O are responsible for enacting Bylaw 400 during election period.

### 1. Definitions

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- a. **International Students:** Students currently holding a valid study permit and paying the international students' differential fees at the University of Alberta.
- b. **Domestic Students:** Students who are not paying international students' differential fees.
- c. **Councils:** The Graduate and Undergraduate Councils of International Students' Association.
- d. **ISA's Graduate Council (ISA-G):** The graduate council of ISA consisting of elected representatives of all international graduate students and ISA Board members.
- e. **ISA's Undergraduate Council (ISA-U):** The undergraduate council of ISA consisting of elected representatives of all international undergraduate students and ISA Board members.
- f. **Chancellors:** The Graduate and Undergraduate Chancellors of ISA-G and ISA-U respectively.
- g. **Graduate Chancellor:** The speaker of the ISA's Graduate Council and it's representative in the ISA Board.
- h. **Undergraduate Chancellor:** The speaker of the ISA's Undergraduate Council and it's representative in the ISA Board.
- i. **ISA Board (ISA-B):** The Executive Committee of the International Students' Association (ISA). It consists of,
  1. the President of the International Students' Association (ISA);
  2. Vice Presidents of the International Students' Association (ISA);
  3. the Chancellors of the Councils;
- j. **Joint Candidates:** Two candidates can contest for an executive position and take the role jointly if elected.
- k. **Department:** ISA shall have seven departments with a Vice President leading each department.
- l. **Student Representative Association (SRA):** Any association of undergraduate students that represents a definable and enumerable constituency, to which University of Alberta's Students' Council exclusively delegates its representative authority.
- m. **Regional Students' Associations:** Student groups whose members are students from a specific country or region in the world, outside of Canada.
- n. **Representative Students' Associations:** The partner Regional Students' Associations or Student Representative Associations (SRAs) that have representation in the ISA's Councils.
- o. **Delegate:** An executive delegated by a representative students' association to the ISA's Councils.
- p. **Councillor:** Every elected member of the council with voting right.

- q. **ISA Legislature:** Constitution and Bylaws of ISA are considered as ISA legislature and they should be used to govern the framework/operations of ISA.
- r. **C.R.O.:** Chief Returning Officer of the International Students' Association (ISA).
- s. **D.R.O.:** A Deputy Returning Officer of the International Students' Association (ISA).

## 2. Eligibility for the Elections

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- a. Council Elections
  - i. Be a general member
    - 1. Graduate general members can stand for graduate council member positions.
    - 2. Undergraduate general members can stand for undergraduate council member positions.
- b. Board Elections
  - i. Be a general member
    - 1. Graduate general members can stand for graduate Board member positions.
    - 2. Undergraduate general members can stand for undergraduate Board member positions.
  - ii. Candidates contesting for board positions cannot have any other position within ISA or representative student associations when they take office.
- c. A complete nomination package shall be submitted before the deadline.

## 3. Election Process for Councillor Position

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- a. Council elections take place in February and switch take place in the February council meeting;
- b. Every general member is eligible to vote;
  - i. Only graduate general members can vote for graduate council member positions.
  - ii. Only undergraduate general members can vote for undergraduate council member positions.
- c. C.R.O will release the nomination package for all the council membership positions;
- d. Elections will be held among all the eligible candidates;
- e. Top fifteen (15) graduate general members contesting elections with a maximum number of votes are elected as graduate council members; and,
- f. Top twenty (20) undergraduate general members contesting elections with the maximum number of votes are elected as undergraduate council members.

## 4. Elections Process for the graduate/undergraduate Chancellor position:

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- a. Chancellors are elected in February council meeting and shall take office on the April 30 at 11:59pm;

- b. Graduate councillors can nominate themselves for the graduate chancellor position;
- c. Undergraduate councillors can nominate themselves for the undergraduate chancellor position;
- d. Every nominated councillor will give a speech in their respective council;
- e. Council Members of the respective council will vote to elect their respective chancellor;
- f. Graduate Candidate with a maximum number of votes in ISA-G is elected as Graduate Chancellor;
- g. Undergraduate Candidate with a maximum number of votes in ISA-U is elected as Undergraduate Chancellor; and,
- h. Each council elects its chancellors, independently.

#### 5. Elections for the ISA Board:

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- a. Board is elected in the February and switch take place on April 30 at 11:59pm;
- b. ISA Board elections shall take place separately from the council's elections;
- c. Every undergraduate general member has the right to stand for undergraduate board positions;
- d. Every graduate general member has the right to stand for graduate board position;
- e. Candidate with maximum number of votes by respective general members shall be elected for the respective board position;
- f. Joint Candidates:
  - 1. Shall declare joint partners at the time of self-nomination and select one of the following ways they intend to work if elected:
    - a. Split terms with mutual understanding and exercise solo authority during their term, with no interference in each other's terms.
      - 1. Splitting of the terms shall clearly mention the dates of each candidate's term over a complete one-year joint tenure;
      - 2. The office can be switched multiple times.
    - b. Hold office jointly throughout the one-year tenure with a single vote and stay abstain in case of conflicts over an issue.
    - c. When one of the candidates is exercising a complete authority over the one-year term with the right to switch with the other candidate at any time of the tenure:
      - 1. The main candidate can decide to never switch leading to second candidate never getting office;
      - 2. The switch date can be declared anytime during the tenure;
      - 3. The office can be switched only once.
  - 2. The selected mechanism cannot be changed after self-nominating.
  - 3. The candidates will contest elections as a single candidate by,

- a. Making a joint platform and joint posters.
- b. Transition Period:
  - 1. The newly elected candidates cannot exercise any executive powers until April 30 at 11:59pm;
  - 2. The existing Executives are responsible for the transition process and the training of the newly elected executives.
    - a. Existing executives can modify transition guides by adding more information but cannot remove anything from transition guides without approval from honorary advisors of ISA.
- c. Executive Switch
  - 1. The Chancellors/C.R.O shall jointly oversee the switch and ensure that all assets are transferred properly, and the previous Executives are relieved of their duties permanently on April 30 at 11:59pm;
  - 2. Newly elected Executives shall be given the executive rights on May 1;
  - 3. Bears Den shall be re-registered, and the new Executives shall be introduced to the SU, GSA and UAI;
  - 4. The Email accounts shall be handed to the new Executives along with bank account authority transfer; and,
  - 5. ISA's Executives switch/transition procedural protocols shall be followed.

## 2. Appointments of C.R.O and D.R.O's

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- a. The ISA Board and Councils shall together appoint a C.R.O for the elections who meets the following criteria:
  - 1. Is an international student;
  - 2. Is not contesting for any council/board position.
- b. The C.R.O. may also appoint a D.R.O. to assist them with the election tasks.
  - 1. The D.R.O shall not contest for any council/board position and shall be an international student.
- c. All appointments shall be made in December and shall be reported to the Council.
- d. The C.R.O can be impeached with a substantive majority vote in the Councils and a quorum of 75%.
  - 1. The new C.R.O shall be immediately appointed by the ISA Board.

## 3. Duties and Rights of C.R.O

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- a. Duties of the C.R.O
  - 1. The C.R.O. (Chief Returning Officer) shall oversee the organization, logistics, promotion and execution of the elections, as well as the distribution of the necessary information to all the candidates.
  - 2. The C.R.O. and any appointed D.R.O. must be impartial and shall

- not endorse or promote any candidate.
  - 3. The C.R.O shall make all the deadlines and election dates public prior to the election period.
  - 4. The candidates who qualify for a council position as per this bylaw can submit a nomination package.
  - 5. The C.R.O shall declare the election results and the election data to the public on election results' announcement date.
  - 6. The C.R.O shall report to the board/Council about the election progress and take approvals on necessary decisions by the board and the Councils.
- b. Rights of the C.R.O
- 1. The C.R.O has the right to delegate their rights to the D.R.O.
  - 2. The C.R.O shall decide the date for the elections and the duration of campaigning.
  - 3. The C.R.O shall make the rules of elections.
  - 4. The C.R.O has the right to disqualify any candidate if the election rules are violated by the candidate.
    - a. Disqualification can be challenged in the respective Council and shall be effective only after the respective Council's vote.
  - 5. The C.R.O can exercise the rights of a council member in both the councils without voting right.

#### 4. Election Procedure and rules for the Elections.

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- a. Election Procedure
- 1. The C.R.O shall take their position on January 5.
  - 2. The C.R.O shall declare dates for the following:
    - a. Submission of nomination packages.
    - b. Declaration of the candidates.
    - c. Duration and rules of campaigning.
    - d. Elections and Results.
  - 3. Election Time Frame:
    - a. The C.R.O is appointed in December;
    - b. The board/council's elections shall take place in February;
    - c. The switch of the members of the councils will be in the February Council meeting.
  - 4. The C.R.O shall be handed the details of all ISA: social media, email accounts, website, etc with their ids and passwords.
- b. The C.R.O is in charge of using social media/ mailing lists to promote elections and announce the election results.
- c. ISA Council elections has a quorum of 200 students and board elections has a quorum of 250 students.
- d. The boards/Councils decision shall always prevail over the C.R.O's decision and all decisions made by the C.R.O can be challenged in the board/Councils.
- e. Election data made public shall not consist of names, email addresses or personal

information of the voters.

f. Complaints and Rulings

1. Complaints during the election process shall be sent to the C.R.O. not more than 48 hours from the moment the potential contravention happened;
2. The C.R.O. shall call for a hearing between the parties involved, to take place not more than 24 hours after the complaint was received.
3. The C.R.O. shall decide on the case at the end of the hearing and communicate the results to the parties involved, in the following 12 hours.

g. Non-contested/Vacant positions shall be filled at discretion of the respective council.

h. Referendums

1. A referendum can be initiated by any member of the ISA with a signed petition by a minimum of fifty distinct international students.
  - a. Acceptable methods:
    1. Paper signs;
    2. Google form signs.
2. Submit an intention for holding a referendum in ISA Council Elections to the Standing Council Committee.
  - a. The referendum for the splitting of ISA shall be disqualified and not considered.
3. Give a presentation in the Councils.
4. Get a subsequent majority in the Councils,
5. Councils shall classify a referendum as an undergraduate referendum, graduate referendum, or ISA referendum; and,
  - a. The undergraduate referendum only allows undergraduate general members to vote and affect only ISA-U.
  - b. The graduate referendum only allows graduate general members to vote and affect only ISA-G.
  - c. ISA referendum allows all general members to vote and affect the entire ISA.
6. Councils shall decide on the voting membership for the referendum.
7. The referendum is added as a “yes” or “no” question for the next ISA Council Elections.
8. If a referendum is passed with a quorum of 250 eligible voting general members it is treated as an important legislative requirement, needed to be implemented in three months after elections by the Councils and the ISA Board.
9. They will be considered as individuals and all election rules will be applicable accordingly.
10. A single individual can officially contest as a candidate for the referendum ‘for’ or ‘against’ the side. A preference shall be given

to the individual who proposed the referendum.

i. Election Rules:

1. The candidates cannot use any external organizations' direct or indirect support in elections;
2. No mass mailing is allowed;
3. Use of social media in any manner is permitted without paid advertisements;
4. The ISA's social media platforms will present all candidates in a fair and equal manner;
5. Candidates will campaign only during the campaigning period as decided by the C.R.O.
6. No foul language or accusation based on insufficient facts shall be tolerated;
7. Use of money in elections advertisements by candidates is not allowed;
8. Asking for votes based on religion, origin and ethnicity is not allowed;
9. The candidates cannot contest for more than one position;
10. The candidates cannot favour or stand against any referendum.

5. No force or effect

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- a. Any decision of the ISA's Councils/board that conflicts with the federal or provincial statute, common law, or traditional law and/or practices is of no force or effect.
  - b. Any decision that violates the constitution or the bylaws, is of no force or effect.
-

## Bylaw 500 - A Bylaw respecting Membership

VP Internal as responsible for enacting Bylaw 500 on regular operational basis.

### 1. Definitions

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- a. **International Students:** Students currently holding a valid study permit and paying the international students' differential fee at the University of Alberta.
- b. **Council or ISC:** The International Students' Council (ISC) is the council of the International Students' Association (ISA).
- c. **Chancellor:** The speaker of the International Students' Council and the council's representative in the ISA Board.
- d. **ISA Board (ISA-B):** The Executive Committee of the International Students' Association (ISA). It consists of,
  - a. the President of the International Students' Association (ISA);
  - b. Vice Presidents of the International Students' Association (ISA);
  - c. the Chancellors of the Councils;
- e. **ISA Legislature:** Constitution and Bylaw's of ISA are considered as ISA legislature and they should be used to govern the framework/operations of ISA.
- f. **UAI:** University of Alberta International
- g. **SU:** University of Alberta Students' Union
- h. **GSA:** University of Alberta Graduate Students' Association
- i. **Delegate:** An executive delegated by a representative students' association to seat on the International Students' Council (ISC).
- j. **Representatives:** A member who represent a representative students' association in the ISC.
- k. **Councillor:** Every elected member of the council with voting right.

### 2. Membership Classifications

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Following are the membership categories in ISA:

- a. General Member:
  1. Every graduate and undergraduate international student studying at the University of Alberta and paying the international students' differential fee is a general member of the ISA by default.
- b. Graduate General Member:
  1. Every graduate international student studying at the University of Alberta and paying the international students' differential fee is a graduate general member of the ISA by default.
- c. Undergraduate General Member:

1. Every undergraduate international student studying at the University of Alberta and paying the international students' differential fee is an undergraduate general member of the ISA by default.
- d. Council Member:
    1. A general member with a membership of the ISA-G or ISA-U and paying the international differential fee is considered as a council member of ISA-G or ISA-U and is known as a councillor; and,
    2. Elected as per Article 3.
  - e. Graduate Council Member:
    1. A general member with a membership of the ISA-G and paying the international differential fee is considered as a council member of ISA-G and is known as a graduate councillor; and,
    2. Elected as per Article 3.
  - f. Undergraduate Council Member:
    1. A general member with a membership of the ISA-U and paying the international differential fee is considered as a council member of the ISA-U and is known as an undergraduate councillor, and; and,
    2. Elected as per Article 3.
  - g. ISA Board Member:
    1. A graduate or undergraduate general member elected to hold a board position;
    2. Cannot hold an executive position in any representative student association; and,
    3. Considered a member of the ISA Board.
  - h. ISA Graduate Board Member:
    1. A graduate general member elected to hold a graduate board position;
    2. Cannot hold an executive position in any representative student association; and,
    3. Considered a member of the ISA Board.
  - i. ISA Undergraduate Board Members:
    1. An undergraduate general member elected to hold an undergraduate board position;
    2. Cannot hold an executive position in any representative student association; and,
    3. Considered a member of the ISA Board.
  - j. Honorary Members:
    1. This membership is granted to individuals who have done exceptional work for the ISA. All members of the other membership classes can apply to be an honorary member and the councils shall decide on every individual application by a simple majority vote in each council;
    2. These members can attend any ISA council/board meeting, and;
    3. Members with advisor title, shall have all rights in the council/board meetings except voting right.

4. Have free access to all ISA hosted or sponsored events for their lifetime.

### 3. Membership Standing

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- a. If a member does not attend at least 50% of the meetings held in the last three months in which they were eligible to attend, they shall be considered in a bad standing with an exception to general members;
- b. If a candidate does not respond to three consecutive official emails sent to them directly, they shall be considered in a bad standing with an exception to general members;
- c. A general member cannot be expelled as long as they pay the international students' differential fee or voluntarily leave the ISA;
- d. Honorary members cannot be impeached or expelled nor can their advisor status be changed or revoked;
- e. If a member is found to be involved in any of the following unethical activities, they shall be subjected to a bad standing with an exception to general members:
  1. Fraud;
  2. using ISA's name for personal means without a permission from the ISA Board;
  3. Violating the university;
  4. Violating the ISA legislature;
  5. Attempting to bypass constitutional procedures;
  6. Using the ISA funds for personal use;
  7. Representing the ISA without an authority to represent;
  8. Making statements on behalf of the ISA without being a spokesperson;
  9. Disclosing in-camera sessions details;
  10. Contesting or manipulating the election process;
  11. Accusing fellow members without sufficient evidences of wrongdoing;
  12. Refusing to handover the ISA assets to the elected executives.
- f. The membership of a member in a bad standing shall be reviewed by the ISA Board and a decision shall be by the ISA Board meeting.
- g. Every ISA member has the right to resign one's membership by notifying ISA.
- h. Every ISA member has the right to reinstate one's membership by notifying ISA.

### 4. ISA's Commitments to its general members

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- a. A general member cannot be expelled as long as they pay the international students' differential fee or voluntarily leave the ISA;
- b. Every member has the right to resign with a 2 weeks advance notice to the ISA Board;
  1. Every general member has the right to reinstate their general membership by notifying ISA.
- c. General members have the right to attend and speak in the Councils;

- d. General members have the right to meet with any ISA Board member;
- e. The ISA Board members shall not ignore any general members' email directed to them;
- f. Every member of the ISA has the right to question and hold the ISA accountable for its actions by participating in the Council meetings;
- g. Make changes by hosting a referendum;
- h. Every general member of ISA has the right to contest in council/board elections;
- i. Every international student has the equal right to vote in council elections and referendums;
- j. The ISA shall be made by students and ultimately governed by students;
- k. The ISA shall be committed to ultimately stand by best interests of international students, irrespective of its political agendas or self-interests.

## 5. ISA's inclusivity Policy

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ISA is committed to accommodate all the needs of LGBTQ2S+ and other visible minorities.

- a. All ISA legislatures and documents will be gender neutral.
- b. No form or application will ever ask for the gender of any individual.
- c. Any defaming/discriminatory statements by any member of ISA will lead to membership in bad standing.
- d. ISA is dedicated/obliged to ensure that the needs of members of LGBTQ2S+ are respected and accommodated.
- e. Any member of LGBTQ2S+ can file an anonymous complaint against anyone in ISA and the identity of the member will not be disclosed at any cost, thus right to information will not be applicable.
- f. Members of LGBTQ2S+ are an important part of our university and thus for ISA.
- g. No comments based on religion or race shall be tolerated in ISA.
- h. Comments or statements leading to division among the international community will also not be tolerated.
- i. All ISA councils and board members shall use pronouns on all official engagements.
- j. Treaty 6 acknowledgement is mandatory in all ISA's official meetings.

## 6. No force or effect

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- a. Any decision of the ISA's councils/board that conflicts with the federal or provincial statute, common law, or traditional law and/or practices is of no force or effect.
  - b. Any decision that violates the constitution or the bylaws, is of no force or effect.
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## Bylaw 600 – A Bylaw respecting Open Governance

The Vice President Communications and Student Governance Officers are responsible for enacting Bylaw 600 on regular operational basis.

### 1. Definitions

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- a. **International Students:** Students currently holding a valid study permit and paying the international students' differential fees at the University of Alberta.
- b. **Domestic Students:** Students who are not paying international students' differential fees.
- c. **Councils:** The Graduate and Undergraduate Councils of International Students' Association.
- d. **Chancellors:** The Graduate and Undergraduate Chancellors of ISA-G and ISA-U respectively.
- e. **ISA Board (ISA-B):** The Executive Committee of the International Students' Association (ISA). It consists of,
  - i. the President of the International Students' Association (ISA);
  - ii. Vice Presidents of the International Students' Association (ISA);
  - iii. the Chancellors of the Councils;
- f. **Department:** ISA shall have seven departments with a Vice President leading each department.
- g. **Councillor:** Every elected member of the council with voting right.
- h. **ISA Legislature:** Constitution and Bylaws of ISA are considered as ISA legislature and they should be used to govern the framework/operations of ISA.
- i. **Internal Communication:** Any email sent to members of the council is considered as internal communication.
- j. **External Communication:** Any email sent to a non-member of the council is considered as an external communication.

### 2. Classification

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- a. Documents can be classified into the following categories:
  1. Public: Available to any general member and posted on the ISA website. The Following are public by default:
    - a. Meeting minutes
    - b. Official statements
    - c. ISA Legislature
    - d. Meeting Schedule and names of the members.
  2. Internal: Available to members of the Council by default. In-camera session minutes are by-default internal.
  3. Strictly Internal: Available to the ISA Board members by default. Meeting minutes with any external organization are by-default strictly internal.

4. Confidential: Available to the intended recipient only. The documents containing email IDs or personal information of the members of the ISA are also considered confidential.

### 3. Confidentiality policy

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- a. Only the net outcome of the votes conducted in any ISA meeting is public, however, votes casted by individual members are confidential and are only available to the Chair of the meeting;
- b. All emails sent to the ISA are confidential to board members, if they contain a confidentiality statement/clause;
- c. All emails sent to any ISA email ID's are available to all ISA Board members and are considered as strictly internal;
- d. All official ISA documents shall be on the ISA letterhead;
- e. Every ISA Council/board/director/coordinator member shall sign the confidentiality policy of the ISA known as Non-Disclosure Agreement,
- f. The violation of Bylaw 600 shall lead to a bad standing; and,
- g. ISA shall bcc people on the mass emails to protect that recipient email addresses.

### 4. Right to information

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- a. Documents can be accessed in the following manner based on their classification:
  1. Public: Available to any general member and posted on the ISA website. No request is needed to access public documents.
  2. Internal: Available to members of the Council by default. In-camera session minutes are by-default internal.
  3. Strictly Internal: Available to the ISA Board members by default. Meeting minutes with any external organization are by-default strictly internal.
  4. Confidential: Available to the intended recipient only. The documents containing email IDs or personal information of the members of the ISA are also considered confidential.
- b. All right to information requests shall be handled by the Student Governance Officers of the ISA.

### 5. Contracts and Agreements

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- a. Any strictly confidential contract or agreement shall be approved by the ISA Board prior to the President signing it.
- b. Any agreement classified as strictly confidential shall be made on a balance of probability as to whether or not such information contained therein is of such a nature as to warrant the limitation of ISA members' right to access information.
- c. Contracts shall be made available to the ISA's council members upon their request and signing of the confidentiality agreement. The ISA can hide the sensitive content of the contract.

- d. Agreements signed with the University, SU or GSA shall require council's approval.

#### 6. No force or effect

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- a. Any decision of the ISA's Councils/board that conflicts with the federal or provincial statute, common law, or traditional law and/or practices is of no force or effect.
  - b. Any decision that violates the constitution or the bylaws, is of no force or effect.
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## Bylaw 700 - A Bylaw respecting Finance

Vice President Finance was responsible for enacting Bylaw 700 on a regular operational basis.

### 1. Definitions

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- a. **Budget:** A detailed analysis of the expenses over a fiscal year.
- b. **Reimbursements:** A payment made by a member from their personal account for any purpose of the ISA, that needs to be settled by the ISA with the member.
- c. **Trimester:** A system divides the academic year into three sessions: fall, winter, and spring.

### 2. Fiscal Year

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- a. The ISA fiscal year runs from May 1 to April 30;
- b. The VP Finance will be responsible to make deposits every two weeks, or when an amount greater than \$500 has accumulated in the cash box, whichever is sooner;
- c. Bank statements and other financial documents are to be kept in a secure location for 6 years before being shredded;
- d. Financial documents that the ISA can access or generate electronically will not need to be stored physically.

### 3. Budgets

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- a. The Finance Department is responsible for creating and presenting the upcoming fiscal year's budget to the councils at the last council meeting of the period.
- b. The budget will require a substantive majority vote of the councils to pass.
- c. A minimum of 1,000 CAD needs to be maintained in the ISA account at all times.
- d. A minimum of 4,000 CAD needs to be maintained in the ISA account during the transfer of executives every year.

### 4. Expenses and Reimbursements

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- a. The Vice President Finance and the President must approve all expenses under ISA's name prior to an exchange of any funds.
- b. Any expenses above \$100 CAD shall be approved by simple majority of the ISA Board.
- c. The changes to the budget allocation above a \$2000 CAD require the Council's approval.
- d. The President and the Vice President Finance have the authority to sign on all cheques and account transactions of the ISA.

- e. Members may be provided a reimbursement for an approved expenses cheque if the reimbursement requests are made with original receipts, within two weeks after the transaction.
- f. All reimbursements are counted as expenses under ISA's name and thus require an approval.
- g. All bank statements and other financial documents shall be stored at a secure place for 6 years before being shredded.
- h. Financial documents that can be accessed or generated electronically shall not be stored physically.

## 5. Reporting

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- a. VP Finance is responsible for informing the ISA Board every month about the financial standing of the association;
- b. The board needs to be informed about every transaction approved by the President or VP Finance within one week of the transaction.
- c. Bank Account Statement will be shown to Board every month.
- d. VP finance is responsible for informing the Council every semester about the financial standing of the association; and,
- e. VP Finance is responsible to report ISA's finances to the Students' Union within one month from the end of every trimester.

## 6. Sponsorship and Marketing services

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- a. Councils need to approve the annual sponsorship/marketing proposal every year.
- b. The Finance Department cannot sign a partnership agreement with any sponsor as ISA's relationship sponsors is merely an advertising/marketing relationship.
  - 1. ISA shall follow a system of invoices and receipts for sponsors.
- c. ISA can never encourage/advise international students to buy/enroll any product/services from any sponsor. ISA can market/promote sponsors' services/products as advertisements only.
- d. All services invoiced before April 30 to a sponsor need to be provided before April 30.

## 7. No force or effect

---

- a. Any decision of the ISA's Councils/board that conflicts with the federal or provincial statute, common law, or traditional law and/or practices is of no force or effect.
- b. Any decision that violates the constitution or the bylaws, is of no force or effect.

## Bylaw 800 - A Bylaw respecting Communication Policy

Vice President Communication as responsible for enacting Bylaw 800 on regular operational basis.

### 1. Definitions

---

- a. **International Students:** Students currently holding a valid study permit and paying the international students' differential fees at the University of Alberta.
- b. **Domestic Students:** Students who are not paying international students' differential fees.
- c. **Councils:** The Graduate and Undergraduate Councils of International Students' Association.
- d. **Chancellors:** The Graduate and Undergraduate Chancellors of ISA-G and ISA-U respectively.
- e. **ISA Board (ISA-B):** The Executive Committee of the International Students' Association (ISA). It consists of,
  - i. the President of the International Students' Association (ISA);
  - ii. Vice Presidents of the International Students' Association (ISA);
  - iii. the Chancellors of the Councils;
- f. **Department:** ISA shall have seven departments with a Vice President leading each department.
- g. **Councillor:** Every elected member of the council with voting right.
- h. **ISA Legislature:** Constitution and Bylaws of ISA are considered as ISA legislature and they should be used to govern the framework/operations of ISA.
- i. **Internal Communication:** Any email sent to members of the council is considered as internal communication.
- j. **External Communication:** Any email sent to a non-member of the council is considered as an external communication.

### 2. Internal Communication

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- a. The Council
  - 1. The Chancellors shall be responsible for keeping all the councillors well informed about the meetings and their responsibilities;
  - 2. The Chancellors shall be the official spokesperson of the Councils and shall be responsible for keeping the Council updated;
  - 3. All motions shall be submitted to the Standing Council Committee 24 hours prior to the Council meeting;
  - 4. The emergency Council meetings shall be held with a 24-hour prior notice;
  - 5. The Chancellors are responsible for sending meeting invites and agenda documents to all the councillors prior the Council meeting;
  - 6. All meeting minutes and Council decisions shall be made public by the Chancellors;

- a. With exception to in-camera session meetings.
- 7. All remote attendance requests shall be handled and accommodated by the Chancellors.
- b. The ISA Board
  - 1. The President is the spokesperson of the ISA;
  - 2. The Manager is responsible for scheduling the ISA Board meetings and sending email invites to all the Board members with an agenda document;
  - 3. The Student Governance Officers shall take the meeting minutes and make them public;
  - 4. All remote attendance requests shall be handled by the Manager;
- c. Communication with all the delegates shall be handled by the Vice President External;
- d. Communication with all the internal members of the ISA shall be handled by the Vice President Internal.
- e. Communication with all the general members of the ISA shall be handled by the Vice President Communications.
- f. ISA's internal policies and procedural protocols made by the Board are enforced.

### 3. External Communication

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- a. Any email sent to an ISA official shall be responded within 48 hours post receiving the email;
- b. Only the President, the Chancellors, and the Vice President External shall represent the ISA officially at any event while the ISA Board members can represent the SA with a prior permission from the ISA Board;
- c. Any public statement must have the President's signature to be classified as an official statement by the ISA;
- d. Any public statement must have the Chancellor's signature to be classified as an official statement by the respective councils;
- e. Any major public statement shall be signed by every member of the Councils to be classified as an official statement on behalf of all international students at the UofA;
- f. The ISA shall follow an equal rank communication policy with an exception to the SU and the GSA.
  - 1. An external organization's president shall receive a response from the President of the ISA;
  - 2. An external organization's vice - president shall receive a response from the respective Vice - President of the ISA.
- g. The President is responsible for media communications and is the primary spokesperson of the ISA.
  - 1. In any discussions with the media, the President must have the confidence of the ISA Board to engage with outside media.
- h. The President can issue press statements on matters needing immediate response from the ISA.

- i. Mass university official email list shall be used at minimum occurrence, probably twice a year only with regards to major statements.
- j. ISA Board members will not interfere directly or indirectly in elections of any external organization in official capacity.
  - 1. President cannot interfere in personal capacity also.
  - 2. Exceptions can be made by the councils.

#### 4. Social Media Policy

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- a. The Vice President Communications shall handle all social media platforms of the ISA.
- b. The Vice President Communications shall be the admin and make other members in the Department of Communications as moderators for social media accounts.
- c. The President of the ISA shall handle the Twitter account of the ISA.
- d. The Vice President Communications shall be responsible for implementing Bylaw 700 and ensure that the right protocols are followed.
- e. All ISA posts shall be authentic and shall positively contribute to the UofA international students' community.
- f. Any foul language or comments on social media posts by the ISA shall be deleted immediately.
- g. No social media post shall publicly blame/accuse any association/organization.
- h. ISA will not use its social media platforms to interfere in any external student associations elections.
  - 1. Councils can create an exception.

#### 5. No force or effect

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- a. Any decision of the ISA's Councils/board that conflicts with the federal or provincial statute, common law, or traditional law and/or practices is of no force or effect.
- b. Any decision that violates the constitution or the bylaws, is of no force or effect.

## 2020-21 - Council Submissions

### UASU Students' Council Agenda Submission

This form is intended to be used by members of Students' Council to submit items for Council meetings.

**Council Meeting Date** Tuesday, November 17, 2020

**Mover** Kidd

**Email** katie.kidd@su.ualberta.ca

**Action Requested**

### Presentation

**Motion** Kidd moves to allow for a presentation from the Campus Food Bank

### Abstract

Presentation by Cory Rianson, the Executive Director of the Campus Food Bank Society.

## 2020-21 - Council Submissions

### UASU Students' Council Agenda Submission

This form is intended to be used by members of Students' Council to submit items for Council meetings.

**Council Meeting Date** Tuesday, November 17, 2020

**Mover** AGARWAL

**Email** joel.agarwal@su.ualberta.ca

**Action Requested** Presentation

### Presentation

**Motion** AGARWAL MOVES TO allow a presentation by Alana Krahn on the Myer Horowitz Theatre renewal project process and background

### Abstract

VP Krahn will give a presentation on the process and background for Council's decision on the Myer Horowitz Theatre renewal project.

### Attachments



Horowitz\_Council\_Nov\_17\_2020\_pdf.pdf

# The Myer Horowitz Theatre Renovation

An overview to help Council's analysis



# Timelines & Intentions

November 17<sup>th</sup> (today):

- Primer for a common understanding of:
  - The Theatre in the context of SCF
  - The roles of SCF Committee vs. Council re: SCF-funded capital projects
- Outline of the purpose/goals of capital projects
- Intention:
  - To give enough context and direction for Council to be ready to meaningfully engage and ask questions on the 24th

# Timelines & Intentions (cont.)

Nov 24th (special meeting):

- In-depth presentations on:
  - Design development by Stephen Boyd (Architect)
  - Past, present, and future of the theatre by Marc Dumouchel (GM)
  - Student wellness and design by Erin Van Horne (Building Planner)
  - Theatre programming by Brennan Murphy (Manager, Conferencing & Events)
- Intention:
  - To fully inform Council for best decision-making
  - To give SCFC an opportunity to comprehensively adjudicate
  - To answer any questions Council may have

# Timelines & Intentions (cont.)

Dec 1st (regular meeting):

- Vote on whether to proceed with the renovation

**We are asking for Council's approval to renovate the Theatre, up to a certain dollar amount**

# Why?

1. Get shovels in the ground in time to **minimize disturbance and cost** to students and businesses
2. Mitigate over-spending by providing a **spending cap**
3. Move forward in pursuit of **donations and grants**

# SCF Refresher

The Sustainability & Capital Fund is based in the following principles:

- Students need and want to make a real contribution to sustainability.
- Current space planning and renewal processes are broken and inefficient.
- The Students' Union Building is accumulating a large deferred maintenance bill.
- Students should control the use and evolution of the Students' Union Building, and reap the benefits.
- Student commitment to sustainability and capital projects is necessary to leverage other funding sources.

# The Process

## Roles of SCF Committee vs. Council

- SCFC's job: to recommend projects to Students' Council which meet specific sustainability criteria that reflect student priorities and objective needs
- Council's job: to use SCFC's recommendation to officially decide whether or not to move forward with a project

# The Process (cont.)

## SCF Committee's Process

- Establish which adjudication questions are appropriate, based on the kind of project and the issues that are therefore pertinent
- Hear a full presentation on the proposal; take notes to decide satisfaction of questions
- Ask questions to determine whether or not the project meets the expected standard in a range of important areas
- Discuss to decide which adjudication questions are passed, failed, or need minor improvements
- Provide a written recommendation to Council, explaining with some detail whether/why they do/don't recommend a project

# SCF Committee's Questions

\*Please review these questions prior to the 24<sup>th</sup>. This will help you to know what the SCF Committee is looking for. If you see any gaps, ask questions yourself!

# SCF Committee's Questions (cont.)

- What is the primary goal of this project?\*
- Is there an explicit need that students face which this project addresses?
- Will the benefits of this project be felt by many students?
- Does the project fulfill / adhere to the mandate of the SCF?
- How is the negative environmental/social impact of the project being minimized during the project's various phases (construction, use, deconstruction/disposal, etc.)

# SCF Committee's Questions (cont.)

- Does the project use materials that are ethically sourced?
- Does the project use materials that are environmentally sustainable?
- Does the project improve SUB's energy and/or water efficiency?
- Does the project contribute to SUB's carbon neutrality?
- Does the project contribute to waste reduction or diversion in SUB?

# SCF Committee's Questions (cont.)

- Does the project improve SUB's accessibility to students who typically face barriers?
- Does the project make SUB more inclusive for students of racial, gender, or ethnic minority, and/or FNMI students?
- Will the project and its benefits be financially accessible to students?
- Does the project enhance student wellness? (WELL)
- Does the project contribute to decreasing students' stress and/or to boosting their emotional/mental wellbeing?

# SCF Committee's Questions (cont.)

- Does this project address a deferred maintenance issue?
- Does this project contribute to non-fee / non-student revenue for the SU that will be used to enhance student services?
- On the whole, will this project position the SU to provide more/better services to all students?
- Has consideration been made in the project's budget of the trade-offs between cost and sustainability/accessibility measures/impacts?
- What are the opportunity costs of pursuing this project? What are the opportunity costs of *not* pursuing this project?\*

# SCF's Approach to Capital Renewal

Why capital renewal projects?

- Environmental sustainability enhancements
- User experience and wellness enhancements
- Deferred maintenance cost mitigation
- Ensuring that SUB remains student operated

Capital renewal provides substantial long-term benefits to students. Often, students wish they didn't have to pay the cost of capital renewal projects, because the perceived benefits seem slow to arrive. The truth is, students will have to pay more heavily in the future for the problems that we do not fix today - this is a reality we are already seeing.

SCF makes capital renewal possible, and enables us to see SUB's components and uses as an envelope of integrated parts. SCF empowers students to create a space that will lead the way on campus (and beyond) as a sustainable and accessible investment.

**Questions!**



		Result	Meeting	Date
2020-00/1a	KIDD/EINARSON MOVED to enter the meeting into in camera.	CARRIED	SC-2020-00	21/04/2020
	DRAPER/KIDD MOVED to enter Committee of the Whole.	CARRIED	SC-2020-00	21/04/2020
	KONRAD/BOSE MOVED to enter Committee of the Difference.	CARRIED	SC-2020-00	21/04/2020
	BOSE/EINARSON MOVED to exit the meeting from in camera.	CARRIED	SC-2020-00	21/04/2020
	JARED LARSEN is declared appointed as Students' Council Speaker for its 2020-2021 session.	CARRIED	SC-2020-00	21/04/2020
2020-00/7a	Nomination to Aboriginal Relations and Reconciliation Committee (ARRC) (3)		SC-2020-00	21/04/2020
	DHILLON, DIXON, EINARSON are declared appointed to Aboriginal Relations and Reconciliation Committee via secret ballot.	CARRIED	SC-2020-00	21/04/2020
2020-00/7b	Nomination to Audit Committee (7)		SC-2020-00	21/04/2020
	AKKERMAN, BADESHA, BATYCKI, DHILLON, KORDE, OLIVEIRA, VILLOSO are declared appointed to Audit Committee via secret ballot.	CARRIED	SC-2020-00	21/04/2020
2020-00/7c	Nomination to Bylaw Committee (7)		SC-2020-00	21/04/2020
	DE GRANO, DIXON, EINARSON, FOTANG, KRAHN, MARQUES, OLIVEIRA are declared appointed to Bylaw Committee via secret ballot.	CARRIED	SC-2020-00	21/04/2020
2020-00/7d	Nomination to Council Administration Committee (CAC) (5)		SC-2020-00	21/04/2020
	BID, DRAPER, FOTANG, KIDD, KONRAD are declared appointed to the Council Administration Committee via acclamation.	CARRIED	SC-2020-00	21/04/2020
2020-00/7e	Nomination to Finance Committee (7)		SC-2020-00	21/04/2020
	AKKERMAN, BARAZESH, DHILLON, DIXON, KORDE, SARETZKY are declared appointed to Finance Committee via acclamation.	CARRIED	SC-2020-00	21/04/2020
2020-00/7f	Nomination to Nominating Committee (NomCom) (5)		SC-2020-00	21/04/2020
	DIXON, MONTEIRO, OLIVEIRA, YABUT are declared appointed to Finance Committee via acclamation.	CARRIED	SC-2020-00	21/04/2020
2020-00/7g	Nomination to Policy Committee (6)		SC-2020-00	21/04/2020
	BATYCKI, BRANDWEIN, DHILLON, DIXON, FOTANG, MONTEIRO are declared appointed to Policy Committee via secret ballot.	CARRIED	SC-2020-00	21/04/2020
2020-00/7h	Nomination to the Student Group Committee (2)		SC-2020-00	21/04/2020
	FILIPOVIC, FOTANG are declared appointed to the Student Group Committee via secret ballot.	CARRIED	SC-2020-00	21/04/2020
2020-00/7i	Nomination to the Translation Committee (5)		SC-2020-00	21/04/2020
	EINARSON is declared appointed to Translation Committee via acclamation.	CARRIED	SC-2020-00	21/04/2020
2020-00/8a	DRAPER/EINARSON MOVED to approve the Students' Council 2020-21 Meeting Schedule.	CARRIED	SC-2020-00	21/04/2020
		Result	Meeting	Date
2020-01/1a	KIDD/DRAPER MOVED to approve the agenda	NONE	SC-2020-01	05/05/2020
	DRAPER/EINARSON MOVED to approve the minutes	NONE	SC-2020-01	05/05/2020
2020-01/1d	AGARWAL/DIXON MOVED to approve Students' Council Standing Orders.	CARRIED	SC-2020-01	05/05/2020
2020-01/7a	DIXON MOVES to appoint 3 members of Council and one member of the Executive to the Sustainability Committee.	TABLED	SC-2020-01	05/05/2020
	DIXON/AGARWAL MOVED to re-affirm the ad-hoc Sustainability Committee.	TABLED	SC-2020-01	05/05/2020
	KIDD/DIXON MOVED to update Section 3.3	TABLED	SC-2020-01	05/05/2020
	LEY/BUCHANAN MOVED to table item 2020/01/7a.	CARRIED	SC-2020-01	05/05/2020
2020-01/7b	AGARWAL/KONRAD MOVES to appoint one member of Students' Council to the International Students' Council (ISC).		SC-2020-01	05/05/2020
	BID is declared appointed to the International Students' Council via secret ballot.	CARRIED	SC-2020-01	05/05/2020
2020-01/7c	KRAHN/KONRAD MOVES to appoint one (1) member of Students' Council to the Gateway Student Journal Society Board.		SC-2020-01	05/05/2020
	BADESHA is declared appointed to Gateway Student Journal Society Board via acclamation.	CARRIED	SC-2020-01	05/05/2020
2020-01/7d	KRAHN/KONRAD MOVES to appoint one (1) member of Students' Council to the Aboriginal Students' Council.		SC-2020-01	05/05/2020
	KIDD is declared appointed to Aboriginal Students' Council via acclamation.	CARRIED	SC-2020-01	05/05/2020
2020-01/7e	KRAHN/DRAPER MOVES to appoint one (1) member of Students' Council to the Student Legal Services Board.	TABLED	SC-2020-01	05/05/2020
	BUCHANAN/AGARWAL MOVES to table motion 2020-01/7e to the May 19th Students' Council meeting.	CARRIED	SC-2020-01	05/05/2020
2020-01/7f	KRAHN/FILIPOVIC MOVES to appoint one (1) member of Students' Council to the Alberta Public Interest Research Group Board.		SC-2020-01	05/05/2020
	DHILLON is declared appointed to Alberta Public Interest Research Group Board via acclamation.	CARRIED	SC-2020-01	05/05/2020
2020-01/7g	KRAHN/VILLOSO MOVES to appoint two (2) members of Students' Council to the First Alberta Campus Radio Association Board.		SC-2020-01	05/05/2020
	SARETZKY and YABUT is declared appointed to First Alberta Campus Radio Association Board via acclamation.	CARRIED	SC-2020-01	05/05/2020
2020-01/7h	KRAHN MOVES to appoint two (2) members of Students' council to the World University Services Canada Board of Directors.		SC-2020-01	05/05/2020
	VILLOSO and OLIVEIRA declared appointed to the World University Services Canada Board of Directors via secret ballot.	CARRIED	SC-2020-01	05/05/2020
		Result	Meeting	Date
2020-02/7a	DIXON/YABUT MOVED to approve the Sustainability Committee Standing Orders.	CARRIED	SC-2020-02	05/19/2020
2020-02/7b	DIXON/KONRAD MOVED to appoint three (3) members of Council and one (1) member of the executive to the Sustainability Committee.		SC-2020-02	05/19/2020
	DRAPER, DIXON, BOSE, and AKKERMAN are declared appointed to the Sustainability Committee via secret ballot.	CARRIED	SC-2020-02	05/19/2020
	SPEAKER/KONRAD MOVED to go into recess.	NONE	SC-2020-02	05/19/2020
2020-02/7c	KRAHN/BUCHANAN MOVED to appoint one (1) member of Students' Council to the Student Legal Services Board.		SC-2020-02	05/19/2020
	FOTANG is declared appointed to the Student Legal Services Board via secret ballot.	CARRIED	SC-2020-02	05/19/2020
2020-02/7d	DRAPER/KRAHN MOVED to appoint 1 member of Students' Council to the vacant position on Nominating Committee.		SC-2020-02	05/19/2020
	BRANDWEIN is declared appointed to the Nominating Committee via secret ballot.	CARRIED	SC-2020-02	05/19/2020
2020-02/7e	AGARWAL/VILLOSO MOVED to appoint two members of Students' Council to the Discipline, Interpretation, and Enforcement Board (DIE Board) hiring committee.		SC-2020-02	05/19/2020
	BUCHANAN and HARIHARAN are declared appointed to the Discipline, Interpretation, and Enforcement Board (DIE Board) hiring committee via acclamation.	CARRIED	SC-2020-02	05/19/2020
2020-02/8a	AGARWAL/BUCHANAN MOVED to enter in-camera session.	CARRIED	SC-2020-02	05/19/2020

	AGARWAL/SARETZKY MOVED to enter into the Committee of the Whole.	CARRIED	SC-2020-02	05/19/2020
	AGARWAL/BUCHANAN MOVED to enter the Committee of the Difference.	CARRIED	SC-2020-02	05/19/2020
	AGARWAL MOVED to exit the in-camera session.	NONE	SC-2020-02	05/19/2020
		<b>Result</b>	<b>Meeting</b>	<b>Date</b>
2020-03/7a	KRAHN/VILLOSO MOVED, on behalf of the Bylaw Committee, to approve Bill 1 First Principles of Amendments to Bylaw 100.	CARRIED	SC-2020-03	06/02/2020
	BUCHANAN/BOSE MOVED to strike the word "major" from Section 17(11)(c)(iv) of the proposed Standing Orders.	FAILED	SC-2020-03	06/02/2020
	SPEAKER/BID MOVES to go into recess.	NONE	SC-2020-03	06/02/2020
2020-03/7b	KRAHN/SARETZKY MOVED to approve standing orders for the Sustainability and Capital Fund Committee.	CARRIED	SC-2020-03	06/02/2020
2020-03/7c	KRAHN/KONRAD MOVED to appoint three (3) members to the Sustainability and Capital Fund Committee.		SC-2020-03	06/02/2020
	Councillors KIMANI, VILLOSO, and BATYCKI are declared appointed to the Sustainability and Capital Fund Committee via secret ballot.	CARRIED	SC-2020-03	06/02/2020
2020-03/7d	DRAPER/OLIVIERA MOVED on behalf of the Nominating Committee for Students' Council to ratify the appointment of Makboolee Fyith to the vacant faculty of Pharmacy seat on the General Faculties Council.	CARRIED	SC-2020-03	06/02/2020
2020-03/7e	AGARWAL/SARETZKY MOVED to ratify the appointment of ROWAN LEY to the Advisory Search Committee for the Vice-President (Advancement).	CARRIED	SC-2020-03	06/02/2020
		<b>Result</b>	<b>Meeting</b>	<b>Date</b>
2020-04/7a	MONTEIRO/LEY MOVED, on behalf of Policy Committee, to approve First Principles of the Academic Materials Political Policy.	CARRIED	SC-2020-04	06/16/2020
2020-04/7b	FOTANG/MARQUES MOVED to approve Bill 1 Second Principles Amendments to Bylaw 2100.	CARRIED	SC-2020-04	06/16/2020
2020-04/7c	FOTANG/MARQUES MOVED to approve Bill 3 First Principles Amendment to Bylaw 2200.	CARRIED	SC-2020-04	06/16/2020
2020-04/7d	DRAPER/EINARSON MOVED to nominate Cllr. OLIVIERA to the Translation Committee.		SC-2020-04	06/16/2020
	Cllr. OLIVIERA accepted the nomination.	CARRIED	SC-2020-04	06/16/2020
2020-04/7e	FOTANG/KRAHN MOVED to approve Bill 1 Second Principles of Amendments to Bylaw 100.	CARRIED	SC-2020-04	06/16/2020
2020-04/7f	DIXON/YABUT MOVED to discuss the SU's efforts to improve diversity and inclusivity in governance and in the SU as a whole.		SC-2020-04	06/16/2020
	DIXON/AGARWAL MOVED into the Committee of the Whole.	NONE	SC-2020-04	06/16/2020
		<b>Result</b>	<b>Meeting</b>	<b>Date</b>
2020-05/2a	KRAHN/DRAPER MOVED to allow for a presentation from the Business Students' Association.		SC-2020-05	06/30/2020
	DRAPER/EINARSON MOVED to extend the presentation time limit by fifteen minutes	CARRIED	SC-2020-05	06/30/2020
2020-05/7a	BOSE/BID MOVED to, on behalf of Council Administration Committee, discuss whether voting results should be made public in council.	CARRIED	SC-2020-05	06/30/2020
2020-05/7b	DRAPER/MONTEIRO MOVED to appoint Alessandra Argandona, Anirban Mistry, Janice Ngo, Safwan, and Sezvo-ndinemwi M'pfunya to the Student Group Committee on behalf of the Nominating Committee.	CARRIED	SC-2020-05	06/30/2020
2020-05/7c	DRAPER/BRANDWEIN MOVED to appoint Shenin Mehnaj, Subhana Tazrian, Raya Najiba, and Prabhjyot Arora to the Sustainability Committee on behalf of the Nominating Committee.	CARRIED	SC-2020-05	06/30/2020
2020-05/7d	AGARWAL/SARETZSKY MOVED to ratify the appointment of ALANA KRAHN to the Advisory Search Committee for VP (Finance and Administration).	CARRIED	SC-2020-05	06/30/2020
2020-05/7e	MONTEIRO/DRAPER MOVED, on Behalf of Policy Committee, to approve Second Principles of the Academic Materials Political Policy.		SC-2020-05	06/30/2020
	MONTERIO/YABUT MOVED to table the motion to the next meeting to ensure that Students' Council has enough time to review the motion thoroughly.	CARRIED	SC-2020-05	06/30/2020
		<b>Result</b>	<b>Meeting</b>	<b>Date</b>
2020-06/7a	AGARWAL/DRAPER MOVED TO ratify the appointment of Harsh Sisodia, Kienna Shkopich-Hunter, Tanya Chowdhury, Kyle Ramsey and Casandra Corbit to the Discipline, Interpretation, and Enforcement Board (DIE Board).	CARRIED	SC-2020-06	7/14/2020
2020-06/7b	MONTEIRO/DRAPER MOVED TO, on Behalf of Policy Committee, approve Second Principles of the Academic Materials Political Policy.	CARRIED	SC-2020-06	7/14/2020
2020-06/7c	LEY/MONTEIRO MOVED TO approve the First Principles of the Student Financial Aid and Scholarships Policy.	CARRIED	SC-2020-06	7/14/2020
2020-06/7d	KRAHN/SARETZKY MOVED TO approve the proposed changes to the Business Students' Association's club funding model as per last week's presentation.	CARRIED	SC-2020-06	7/14/2020
2020-06/7e	FOTANG/MARQUES MOVED TO approve Bill 3 Second Principles Amendments to Bylaw 2100.	CARRIED	SC-2020-06	7/14/2020
2020-06/7f	FOTANG/MARQUES MOVED TO approve Bill 4 Second Principles Amendments to Bylaw 2200.	CARRIED	SC-2020-06	7/14/2020
2020-06/8	KIDD/BOSE MOVED TO a closed in-camera session.	CARRIED	SC-2020-06	7/14/2020
	BOSE/DE GRANO MOVED TO the Committee of the Whole.	CARRIED	SC-2020-06	7/14/2020
	AGARWAL/DRAPER MOVED TO leave the in-camera session.	CARRIED	SC-2020-06	7/14/2020
		<b>Result</b>	<b>Meeting</b>	<b>Date</b>
2020-07/2	AGARWAL/BOSE MOVED TO suspend Standing Orders.	CARRIED	SC-2020-07	7/28/2020
	AGARWAL/MONTEIRO MOVED TO table board and committee reports.	CARRIED	SC-2020-07	7/28/2020
2020-07/2a	BID MOVED TO allow a presentation from the CRO.	CARRIED	SC-2020-07	7/28/2020
2020-07/2b	KRAHN/SARETZKY MOVED TO approve a presentation by Ian Reade on behalf of the Golden Bears and Pandas Legacy Fund Committee.	CARRIED	SC-2020-07	7/28/2020
2020-07/2c	KRAHN/DIXON MOVED TO approve a presentation from Erin van Horn (Building Planner) on the SU's sustainability and capital roadmap.	CARRIED	SC-2020-07	7/28/2020
2020-07/2d	KRAHN/DE GRANO MOVED TO approve a presentation by Marc Dumouchel (General Manager).	CARRIED	SC-2020-07	7/28/2020
2020-07/2e	AGARWAL/BARAZESH MOVED TO present the UASU 2020/21 Executive Goals.	CARRIED	SC-2020-07	7/28/2020
2020-07/7a	DRAPER/LEY MOVED TO appoint Justin Morlock, Palehswan Chitrakar, Rehana Savani, and Xinjun Liu to the Sustainability and Capital Fund Committee.	CARRIED	SC-2020-07	7/28/2020

2020-07/7b	KRAHN/DIXON MOVED TO ratify the following four (4) students to the Sustainability and Capital Fund Committee: Zachary Craig (COFA), Sukhmani Kaur Saggi (COFA), Elizabeth Blanchette (ASC), and Samantha Barr (CORA).	CARRIED	SC-2020-07	7/28/2020
2020-07/7c	DRAPER/BRANDWEIN MOVED TO ratify the appointment of Yintong Liu, Veronica Ortiz-Zelada and Chris Beasley to the Senate.	CARRIED	SC-2020-07	7/28/2020
2020-07/8a	KRAHN/KIDD MOVED TO open a discussion regarding Dedicated Fee Units of the Golden Bears and Pandas Legacy Fund and the Campus Recreation Enhancement Fund.	CARRIED	SC-2020-07	7/28/2020
	KIDD/DRAPER MOVED TO direct the Executive to pursue fee reductions to the CREFC and GBPLF subject to the agreement of the SU's DFU partners .	CARRIED	SC-2020-07	7/28/2020
	BOSE/DRAPER MOVED to call for Division.	CARRIED	SC-2020-07	7/28/2020
2020-07/8b	FOTANG/DE GRANO MOVES TO approve the first reading of Bill #7, according to these first principles.	CARRIED	SC-2020-07	7/28/2020
		<b>Result</b>	<b>Meeting</b>	<b>Date</b>
2020-08/2a	LEY/BOSE MOVED TO allow the Alberta 2030 Post-Secondary Education (PSE) Review Presentation.	CARRIED	SC-2020-08	8/11/2020
	DIXON/AGARWAL MOVED TO extend the presentation for ten minutes.	CARRIED	SC-2020-08	8/11/2020
2020-08/2b	AGARWAL/KONRAD MOVED TO allow Chanpreet Singh to present on the International Students' Association.	CARRIED	SC-2020-08	8/11/2020
	EINARSON/BID MOVED TO extend the presentation by ten minutes.	CARRIED	SC-2020-08	8/11/2020
2020-08/2c	BOSE/DRAPER MOVES TO allow Joey Mathieson (ESS President) to present on "2020/21 - ESS FAMF Re-allocation."	CARRIED	SC-2020-08	8/11/2020
	LEY/BID MOVED TO extend the presentation by ten minutes.	CARRIED	SC-2020-08	8/11/2020
2020-08/7a	FOTANG/OLIVEIRA MOVED TO approve the first reading of Bill #5, according to these first principles Bill 5 First Principles Amendments to Bylaw 100.	CARRIED	SC-2020-08	8/11/2020
2020-08/7b	FOTANG/EINARSON MOVED TO approve the first reading of Bill #6, according to these first principles.	CARRIED	SC-2020-08	8/11/2020
2020-08/7c	LEY/BATYCKI MOVED TO approve the First Principles of the Deferred Maintenance Policy.	CARRIED	SC-2020-08	8/11/2020
2020-08/7d	DRAPER/AGARWAL MOVED TO appoint Christian Zukowski as Chief Tribune of the D.I.E Board and Kyle Ramsey as Associate Chief Tribune of the D.I.E Board.	CARRIED	SC-2020-08	8/11/2020
2020-08/7e	FOTANG/DE GRANO MOVED TO approve the second reading of Bill #7, according to these second principles.	CARRIED	SC-2020-08	8/11/2020
2020-08/7f	FOTANG/DIXON MOVED TO approve the first reading of Bill #8 according to these first principles.	CARRIED	SC-2020-08	8/11/2020
2020-08/8a	BOSE/KRAHN MOVED TO suspend standing orders.	CARRIED	SC-2020-08	8/11/2020
	BOSE/LEY MOVED TO table Executive Committee Reports and Board and Committee Reports.	CARRIED	SC-2020-08	8/11/2020
	BOSE/SARETZKY MOVED TO discuss the UPass situation.	CARRIED	SC-2020-08	8/11/2020
	BUCHANAN/AKKERMAN MOVED TO go into an in-camera session.	FAILED	SC-2020-08	8/11/2020
		<b>Result</b>	<b>Meeting</b>	<b>Date</b>
2020-09/2a	AGARWAL/MONTEIRO MOVED TO allow Steve Dew, Provost and Vice-President (Academic) present on "UofA for Tomorrow, Academic Restructuring."	CARRIED	SC-2020-09	8/25/2020
	AGARWAL/EINARSON MOVED TO extend the presentation by 30 minutes.	CARRIED	SC-2020-09	8/25/2020
2020-09/6	KONRAD/BUCHANAN MOVED TO extend the question period by ten minutes.	CARRIED	SC-2020-09	8/25/2020
2020-09/7a	KRAHN/VILLOSO MOVED TO approve the release of funds from the Sustainability & Capital Fund for the planning of the Myer Horowitz Theatre renovation, up to \$195,000.	CARRIED	SC-2020-09	8/25/2020
	BOSE/KIDD MOVED TO extend the discussion by ten minutes.	CARRIED	SC-2020-09	8/25/2020
	BUCHANAN/BOSE MOVED TO table this motion for the September 22, 2020 Students' Council meeting.	FAILED	SC-2020-09	8/25/2020
	BUCHANAN/KONRAD MOVED TO Call for Division on the voting of the motion to table 2020-09/7a.	CARRIED	SC-2020-09	8/25/2020
	BUCHANAN MOVED TO Call for Division on the original motion of 2020-09/7a.	CARRIED	SC-2020-09	8/25/2020
2020-09/7b	BID/BOSE MOVED TO discuss and seek council's approval to changes in the election budget.	CARRIED	SC-2020-09	8/25/2020
2020-09/7c	BOSE/EINARSON MOVED TO approve the Engineering Students' Society 2020/2021 FAMF Reallocation Proposal.	CARRIED	SC-2020-09	8/25/2020
2020-09/7d	DRAPER/MONTEIRO MOVED TO ratify the appointment of David Ren and Adrian Wattamaniuk.	CARRIED	SC-2020-09	8/25/2020
2020-09/7e	BID/BOSE MOVED TO approve the changes to Students' Council Standing Orders.	CARRIED	SC-2020-09	8/25/2020
2020-09/7f	LEY/BRANDWEIN MOVED TO approve the Second Principles of the Student Financial Aid Policy.	CARRIED	SC-2020-09	8/25/2020
2020-09/8a	AGARWAL/BUCHANAN MOVED TO an in-camera session.	CARRIED	SC-2020-09	8/25/2020
		<b>Result</b>	<b>Meeting</b>	<b>Date</b>
2020-10/1a	BID/KONRAD MOVED TO approve Robert Bilak as Speaker for Meeting #10, September 8, 2020, Students' Council Meeting.	CARRIED	SC-2020-10	9/8/2020
2020-10/2a	AGARWAL/BOSE MOVED TO allow the International Students' Association (ISA) to present on the proposal to become an SRA as per Bylaw 8100.	CARRIED	SC-2020-10	9/8/2020
	KONRAD/AGARWAL MOVED TO extend until the end of the presentation, leaving an additional 10 minutes for questions.	CARRIED	SC-2020-10	9/8/2020
	DRAPER/BID MOVED TO suspend standing orders to extend until the exhaustion of the speaking list	CARRIED	SC-2020-10	9/8/2020
2020-10/7a	FOTANG/OLIVEIRA MOVED TO approve the first reading of Bill #5, according to these second principles.	CARRIED	SC-2020-10	9/8/2020
2020-10/7b	FOTANG/EINARSON MOVED TO approve the second reading of Bill #6, according to these second principles.	CARRIED	SC-2020-10	9/8/2020
2020-10/8a	KIDD/BOSE MOVED TO Committee of the Whole to discuss Campus Sexual Violence.	CARRIED	SC-2020-10	9/8/2020
	KIDD/BOSE MOVED to an in-camera session.	CARRIED	SC-2020-10	9/8/2020
	KIDD/DIXON MOVED TO suspend Standing Orders and extend discussion by twenty five minutes.	CARRIED	SC-2020-10	9/8/2020
	BOSE/OLIVEIRA MOVED TO extend the conversation by twenty minutes.	CARRIED	SC-2020-10	9/8/2020
	EINARSON/LEY MOVED TO extend the discussion by fifteen minutes.	CARRIED	SC-2020-10	9/8/2020
	BARAZESH/DRAPER MOVED TO extend the discussion by fifteen minutes.	CARRIED	SC-2020-10	9/8/2020
	LEY/VILLOSO MOVED TO extend by ten minutes or until the speaking list is exhausted.	CARRIED	SC-2020-10	9/8/2020
	AGARWAL/BID MOVED TO exit the in-camera session.	CARRIED	SC-2020-10	9/8/2020
	AGARWAL/BID MOVED TO leave the Committee of the Whole.	CARRIED	SC-2020-10	9/8/2020
		<b>Result</b>	<b>Meeting</b>	<b>Date</b>

2020-11/2a	AGARWAL/DRAPER MOVED TO give a presentation on Academic Restructuring at the University of Alberta.	CARRIED	SC-2020-11	9/22/2020
	KRAHN/SARETZKY MOVED TO extend the time for the presentation by fifteen minutes.	CARRIED	SC-2020-11	9/22/2020
	BOSE/KONRAD MOVED TO extend the time for the presentation by fifteen minutes.	CARRIED	SC-2020-11	9/22/2020
2020-11/2b	AGARWAL/KRAHN MOVED TO present on the proposed Governance Restructuring Task Force (GRTF).	CARRIED	SC-2020-11	9/22/2020
2020-11/7a	BID/DRAPER MOVED TO call for nominations and appoint a councillor to become a permanent member of the Council Administration Committee (CAC).	CARRIED	SC-2020-11	9/22/2020
2020-11/7b	AGARWAL/BOSE MOVED TO appoint two (2) representatives to sit on the Physical Activity and Wellness (PAW) Strategic Operating Committee.	CARRIED	SC-2020-11	9/22/2020
2020-11/7c	AGARWAL/EINARSON MOVED TO recognize the Undergraduate Council of the University of Alberta International Students' Association (UAISA) as a Student Representative Association (SRA) under Bylaw 8100.		SC-2020-11	9/22/2020
	LEY/BUCHANAN MOVED TO extend the discussion by fifteen minutes.	CARRIED	SC-2020-11	9/22/2020
	KRAHN/EINARSON MOVED TO suspend standing orders.	CARRIED	SC-2020-11	9/22/2020
	AGARWAL/BUCHANAN MOVED TO table this motion to another Students' Council meeting.	CARRIED	SC-2020-11	9/22/2020
		<b>Result</b>	<b>Meeting</b>	<b>Date</b>
2020-12/1a	DRAPER/FOTANG MOVED TO suspend Standing Orders for this meeting.	CARRIED	SC-2020-12	9/29/2020
2020-12/2a	KRAHN/AGARWAL MOVED TO allow a presentation by Marc Dumouchel on the State of the Union.	CARRIED	SC-2020-12	9/29/2020
2020-12/2b	KRAHN MOVED TO allow a presentation by Marc Dumouchel on the Students' Union's finances.	NONE	SC-2020-12	9/29/2020
2020-12/7a	AGARWAL/BOSE MOVED TO table the motion to recognize the International Students' Association (ISA) as a Student Representative Association under Bylaw 8100 to the next Council meeting.	CARRIED	SC-2020-12	9/29/2020
2020-12/8a	AGARWAL/KRAHN MOVED TO an in-camera session. (Took place before motion 2020-12/7a)	CARRIED	SC-2020-12	9/29/2020
	AGARWAL/EINARSON MOVED TO Committee of the Whole.	CARRIED	SC-2020-12	9/29/2020
	AGARWAL MOVED TO go ex-camera.	NONE	SC-2020-12	9/29/2020
		<b>Result</b>	<b>Meeting</b>	<b>Date</b>
2020-13/7a	MONTEIRO/FILIPOVIC MOVED TO approve the First Principles of the Student Employment Policy.	CARRIED	SC-2020-13	10/06/2020
2020-13/7b	KRAHN/SARETZKY MOVED TO nominate ONE (1) councillor to the Finance Committee.		SC-2020-13	10/06/2020
	MATOSKA is declared appointed to the Finance Committee via secret ballot.	CARRIED	SC-2020-13	10/06/2020
2020-13/7c	OLIVEIRA/EINARSON MOVED TO approve a new member of the Translation Committee.		SC-2020-13	10/06/2020
	ORVALD is declared appointed to the Translation Committee via sole nomination.	CARRIED	SC-2020-13	10/06/2020
2020-13/7d	AGARWAL MOVES TO recognize the International Students' Association (ISA) as a Student Representative Association under Bylaw 8100.		SC-2020-13	10/06/2020
	AGARWAL/MARQUES MOVED TO move this motion to the November 17th, 2020 Students' Council meeting.	CARRIED	SC-2020-13	10/06/2020
2020-13/7e	KIDD/FILIPOVIC MOVED TO appoint a Councillor to The Landing's LGBTQ+ Advisory Committee.		SC-2020-13	10/06/2020
	YABUT is declared appointed to The Landing's LGBTQ+ Advisory Committee via sole nomination.	CARRIED	SC-2020-13	10/06/2020
2020-13/7f	MONTEIRO/BRANDWEIN MOVED TO ratify the appointment of Malijha Moyan to the Student At Large Position on the Aboriginal Relations and Reconciliation Committee.	CARRIED	SC-2020-13	10/06/2020
2020-13/7g	AGARWAL/BOSE MOVED TO create the Governance Restructuring Task Force (GRTF), which is to be an Ad-hoc Committee of Students' Council, with a mandate to expire at 11:59 PM on April 30, 2021.	CARRIED	SC-2020-13	10/06/2020
2020-13/7h	AGARWAL/EINARSON MOVED TO appoint four (4) members of Students' Council to the Governance Restructuring Task Force (GRTF).		SC-2020-13	10/06/2020
	EINARSON, CARBAJAL, FOTANG, and MONTEIRO are declared appointed to the Governance Restructuring Task Force (GRTF) via secret ballot.	CARRIED	SC-2020-13	10/06/2020
2020-13/8a	AGARWAL/KONRAD MOVED TO an in-camera session and Committee of the Whole. (Occurred before motion 2020-13/7d)	CARRIED	SC-2020-13	10/06/2020
	AGARWAL/BOSE MOVED TO an ex-camera session.	CARRIED	SC-2020-13	10/06/2020
		<b>Result</b>	<b>Meeting</b>	<b>Date</b>
2020-14/2a	KIDD MOVES TO allow a presentation by Dr. Elizabeth Cawley.		SC-2020-14	10/20/2020
	<i>Cawley was unavailable to present.</i>	NONE	SC-2020-14	10/20/2020
2020-14/2b	AGARWAL/BOSE MOVED TO allow President Bill Flanagan, Rob Munro (Executive Lead, Service Excellence Transformation), and Provost Steve Dew present on the Interim Report of the Academic Restructuring Working Group (ARWG) and information on the Service Excellence Transformation (SET) Initiative.	CARRIED	SC-2020-14	10/20/2020
2020-14/7a	CARBAJAL/BOSED MOVED to, on the behalf of Council Administration Committee, cancel the next Council meeting on November 3rd, 2020.		SC-2020-14	10/20/2020
	BOSE/KONRAD MOVED the move the previous question.	CARRIED	SC-2020-14	10/20/2020
2020-14/7b	MONTEIRO/DIXON MOVED to approve First Principles of the Nonpartisan Political Policy.		SC-2020-14	10/20/2020
	AGARWAL/BOSE MOVED to table item 2020-14/7b to the next meeting of Council.	CARRIED	SC-2020-14	10/20/2020
2020-14/7c	MONTEIRO/LEY MOVED to approve Second Principles of the Deferred Maintenance Policy.		SC-2020-14	10/20/2020
	AGARWAL/MOVED to amend Resolution 5(f) to read 'Laboratories/research facilities.'	CARRIED	SC-2020-14	10/20/2020
	AGARWAL/KONRAD MOVED to commit the Policy to Committee.	CARRIED	SC-2020-14	10/20/2020
2020-14/7d	AGARWAL/BOSE MOVED TO ratify the appointment of Alana Krahn to the Advisory Review Committee for the Vice-President (Facilities and Operations).	CARRIED	SC-2020-14	10/20/2020



**Tuesday, October 20, 2020  
6:00PM  
Zoom**

We would like to respectfully acknowledge that our University and our Students' Union are located on Treaty 6 Territory. We are grateful to be on Cree, Dene, Saulteaux, Métis, Blackfoot, and Nakota Sioux territory; specifically the ancestral space of the Papaschase Cree. These Nations are our family, friends, faculty, staff, students, and peers. As members of the University of Alberta Students' Union we honour the nation-to-nation treaty relationship. We aspire for our learning, research, teaching, and governance to acknowledge and work towards the decolonization of Indigenous knowledges and traditions.

VOTES AND PROCEEDINGS (SC-2020-14)

MEETING CALLED TO ORDER AT 6:00PM

2020-14/1 SPEAKERS BUSINESS

2020-14/1a Announcements - The next meeting of Students' Council will take place on **Tuesday, November 3, 2020 at 6:00PM** via Zoom.

Join Zoom Meeting

<https://us02web.zoom.us/j/82276588817>

Meeting ID: 822 7658 8817

2020-14/2 PRESENTATIONS

2020-14/2a **KIDD MOVES TO** allow a presentation by Dr. Elizabeth Cawley.  
See SC-2020-14.11.15

*Cawley was unavailable to present.*

2020-14/2b **AGARWAL/BOSE MOVED TO** allow President Bill Flanagan, Rob Munro (Executive Lead, Service Excellence Transformation), and Provost Steve Dew present on the Interim Report of the Academic Restructuring Working Group (ARWG) and information on the Service Excellence Transformation (SET) Initiative.

See SC-2020-14.12

Visit <https://www.ualberta.ca/uofa-tomorrow/index.html> or email [uat@ualberta.ca](mailto:uat@ualberta.ca) for more information or to provide feedback.

2020-14/3 EXECUTIVE COMMITTEE REPORT

David DRAPER, Vice President (Academic) - Report.  
Rowan LEY, Vice President (External) - Report.

Alana KRAHN, Vice President (Operations and Finance) - Report.  
Katie KIDD, Vice President (Student Life) - Report.  
Joel AGARWAL, President - Report.

2020-14/4

#### BOARD AND COMMITTEE REPORT

DHILLON, Aboriginal Relations and Reconciliation Committee - Report  
BADESHA, Audit Committee - Report  
DE GRANO, Bylaw Committee - Report  
BID, Council Administration Committee - Report  
AGARWAL, Executive Committee - Report  
KRAHN, Finance Committee - Report  
DRAPER, Nominating Committee - Report  
MONTEIRO, Policy Committee Report  
KIDD, Student Group Committee  
DIXON, Sustainability Committee Report  
KRAHN, Sustainability and Capital Fund Committee  
EINARSON, Translation Committee - Report  
KONRAD, Undergraduate Board of Governors Representative - Report

2020-14/5

#### OPEN FORUM

PAWLUK (Opinion Editor, Gateway): Inquired, to Vice President Draper, as to why he believes online proctoring violates student rights.

DRAPER: Responded that online proctoring violates student privacy and equity. Expressed concern that proctoring software disproportionately flags for violation students with dark skin and is incompatible with software accommodating persons with disabilities.

PAWLUK: Inquired, to Vice President Draper, as to whether the Students' Union seeks to ban online proctoring.

DRAPER: Responded that he is discussing the impacts of online proctoring with the Public Health Response Group Academic Impacts Team, General Faculties Council, the Committee for Learning Environments as well as with the Vice Provosts for Programs and Learning Initiatives.

PAWLUK: Inquired, to President Agarwal, as to whether the centralisation of student services as part of the SET Initiative will result in a decline in the levels of personalised support service the University offers to students.

AGARWAL: Responded that it is yet unclear how the SET Initiative will impact the quality and availability of personalised student assistance. Noted that the SET Initiative does not now plan to centralise faculty advising.

HARVEY (Staff Reporter, Gateway): Inquired, to President Agarwal, as to what metrics the SET Initiative will use to evaluate the performance of its restructuring

plan.

AGARWAL: Responded that SET Initiative is in the process of developing metrics now.

HARVEY: Inquired, to President Agarwal, as to what metrics he would like to see the SET Initiative use.

AGARWAL: Responded that student satisfaction as regards the quality of advising and ease of service navigation are among the most important metrics for evaluation. Invited Council to provide feedback in relation to this issue.

2020-14/6

QUESTION PERIOD

KRAHN: Noted that Council discount cards are ready for distribution.

BATYCKI: Inquired, to Vice President Draper, as to the status of his campaign to promote open education.

DRAPER: Responded that the University recently joined the Canada Digital Resources Consortium, added a section concerning open education on the Centre for Teaching and Learning website, signed onto the Open Access 2020 Agreement, and acquired access to the Hathi Trust. Noted also that he is promoting the Be Book Smart Fair, planning the Open Education 2020 Conference, and is working on a submission to the 2030 Post Secondary Review concerning open education.

BUCHANAN: Inquired, to Vice President Draper, as to whether there are a limited number of copies of books that can be released at any given time by UAlberta Libraries (eg. students may not be able to sign out a hard-copy book if other students have signed out the digital-copy books).

DRAPER: Responded in the affirmative. Clarified that there is a maximum number of copies of certain books that UAlberta Libraries can permit to be in distribution at a given point in time.

BUCHANAN: Inquired, to Vice President Ley, as to whether Alberta Government surveys concerning budget reform are reliable indicators of public perception.

LEY: Responded in the affirmative. Clarified that the surveys are non-binding to the Government and so they are only of limited value.

BOSE: Inquired, to Vice President Krahn, as to whether the Council office space will soon be reopened after the door to the offices is fixed.

KRAHN: Responded that she was unaware of any problems concerning the Council office space but will check into this issue.

KONRAD: Inquired, to Vice President Krahn, as to how the Students' Union is addressing whether students should be able to use the sixth floor of SUB during COVID.

KRAHN: Responded that there are ongoing internal conversations concerning this issue.

2020-14/7 BOARD AND COMMITTEE BUSINESS

2020-14/7a **CARBAJAL/BOSED MOVED** to, on the behalf of Council Administration Committee, cancel the next Council meeting on November 3rd, 2020.

See SC-2020-14.07

CARBAJAL: Noted that the Committee seeks to cancel the meeting as it concurs with the United States Presidential Election which councillors may want to follow.

AGARWAL: Supported the motion.

BOSE: Supported the motion.

**BOSE/KONRAD MOVED** the move the previous question.  
CARRIED

**CARRIED**

2020-14/7b **MONTEIRO/DIXON MOVED** to approve First Principles of the Nonpartisan Political Policy.

See SC-2020-14.08

DIXON: Noted that the Policy is being revised to improve its specificity, add a contextual preamble, and provide definitions.

AGARWAL: Expressed concern that the ambiguous phrasing of additions to the Policy may make its enforcement difficult. Suggested that Fact 5 is redundant. Proposed clarifying Fact 7 by indicating that supporting comments or actions that are beneficial to students is not a partisan decision. Proposed revising Fact 8 to represent the fact that policies apply to the Executive and Council as a whole.

DIXON: Responded that she does not feel strongly concerning the inclusion of Fact 5 and supports revising Fact 7. Suggested that Fact 8 should differentiate between Council and the Executive given that executives hold positions of influence which is distinct from those of councillors.

ORVOLD: Expressed concern that Fact 7 does not define harmful.

BOSE: Inquired into whether the Policy limits how executives express their views on personal or professional social media.

DIXON: Responded that the Policy applies to personal and professional social media.

AGARWAL: Proposed that the Policy more clearly recognise that supporting causes or perspectives that are beneficial to students is not a partisan action even if they are associated with a political party.

LEY: Proposed that the Policy state that executives are not permitted to make political donations.

BOSE: Noted that, in past, executives engaged in partisan action with the justification that they were doing so as students and not as executives.

DIXON: Suggested that the Policy aims to formalise a conventional practice of non-partisanship among executives. Clarified that non-partisanship is important among executives as partisanship can compromise ongoing political negotiations and alienate students who hold different views.

ORVOLD: Recommended that the Policy define the multiple meanings of partisanship.

DIXON: Responded that the Policy makes clear its intended use of the term partisanship in its provided definition.

AGARWAL: Proposed committing the Policy back to the Committee for further review.

BOSE: Inquired into whether the Policy applies only to domestic partisanship.

LEY: Suggested that the Policy apply only to executives and not councillors given that the function of the Executive to represent the Students' Union as an institution whereas the function of councillors is to represent the views of students within the Students' Union.

**AGARWAL/BOSE MOVED** to table item 2020-14/7b to the next meeting of Council.

CARRIED

2020-14/7c

**MONTEIRO/LEY MOVED** to approve Second Principles of the Deferred Maintenance Policy.

See SC-2020-14.09

LEY: Outlined that revisions to the Policy include reorganising its content, advocating that University strive for equity in allocating funding for the improvement of student

spaces, and advocating that the University promote sustainability in addressing deferred maintenance.

BUCHANAN: Proposed that the Policy ask the University to prioritise distributing building maintenance funds based on need instead of based on whether faculties are less likely to receive sponsorship money or have been historically underfunded.

**AGARWAL MOVED** to amend Resolution 5(f) to read 'Laboratories/research facilities.'

CARRIED as friendly.

CARBAJAL: Supported listing the faculties who are in need of additional funding supports.

BOSE: Expressed opposition to the motion on the basis that Engineering students do not use other spaces and are a part of a Faculty which receives large private donations.

BATYCKI: Suggested, concerning Buchanan's proposal, the term 'in need' would need to be defined within the Policy.

LEY: Opposed using the term 'in need' as the Policy concerns equity in that some faculties receive large private sponsorship and others do not and not need.

BATYCKI: Opposed Bose's assertion that the Policy is not in the interest of Engineering students as these students do use other spaces.

KRAHN: Suggested that the Policy be written to give the Students' Union maximum flexibility concerning its approach to advocating for deferred maintenance. Supported deleting the list of facilities as part of Resolution 4.

**BUCHANAN MOVED** to amend Resolution 4 to read 'The University of Alberta Students' Union shall advocate to the University to prioritize maintenance costs in relation to professional assessment of structural and environmental quality deficiencies.'

Withdrawn

DRAPER: Opposed the amendment on the basis that it amends Resolution 4 to focus on the issue of the state of the buildings and not the issue of equity between the state of buildings belonging to different faculties.

LEY: Opposed the amendment on the basis that it fails to address student's experience with the building by instead focusing on building's structural and environmental quality.

AGARWAL: Supported deleting the list of facilities as part of Resolution 4.

KIDD: Proposed committing the Policy back to Committee for further review.

**AGARWAL/KONRAD MOVED** to commit the Policy to Committee.  
CARRIED

2020-14/7d **AGARWAL/BOSE MOVED TO** ratify the appointment of Alana Krahn to the Advisory Review Committee for the Vice-President (Facilities and Operations).

See SC-2020-14.10

CARRIED

2020-14/8 GENERAL ORDERS

2020-14/9 INFORMATION ITEMS

2020-14/9a Executive Committee Reports  
See SC-2020-14.01-05

2020-14/9b Council Submissions.  
See SC-2020-14.07-10

2020-14/9c Presentations  
See SC-2020-14.11-12.15

2020-14/9d Students' Council - Motion Tracking  
See SC-2020-14.11

2020-14/9e Students' Council - Attendance  
See SC-2020-14.13

2020-14/9f Students' Council, Votes and Proceedings (SC-2020-13) Tuesday, October 6, 2020  
See SC-2020-14.14

MEETING ADJOURNED AT 9:11 PM