

STUDENTS' COUNCIL LATE ADDITIONS

Tuesday November 17, 2009
Council Chambers 2-1 University Hall

LATE ADDITIONS (SC 2009-16)

2009-16/1 SPEAKER'S BUSINESS

2009-16/2 PRESENTATIONS

2009-16/3 EXECUTIVE COMMITTEE REPORT

2009-16/4 BOARD AND COMMITTEE REPORTS

2009-16/5 QUESTION PERIOD

2009-16/6 BOARD AND COMMITTEE BUSINESS

2009-16/6a **COX/SINGH MOVES THAT** Students' Council, upon the recommendation of the Policy Committee, approve the Political Policy- Engagement, in first reading based upon the following principles:

The Students' Union shall encourage the University to actively foster campus community by investing in initiatives and opportunities that promote engagement;

The Students' Union advocate that the University identify and reward the contributions of students who actively strive to improve their campus and the larger community.

Please see document LA 09-16.01

2009-16/7 GENERAL ORDERS

2009-16/7b **FENTIMAN/TRUEBLOOD MOVED THAT** Students' Council adopt Bill #13 in first reading based on the following principles:

1. Bylaw 6000 shall no longer reference the Student Involvement Endowment Fund, subject to the following provisions:
 - a. Bylaw 6000 §5.1.c be relocated to Bylaw 100,
 - b. Bylaw 6000 §5.2.a through §5.2.f (inclusive) be relocated to Bylaw 100,Bylaw 6000 §5.4 be relocated to Bylaw 100.

Please see document LA 09-16.02

2009-16/8

INFORMATION ITEMS

2009-16/8b

BFC- Report

Please see document LA 09-16.03

2009-16/8c

Kory Mathewson, President-Report

Please see document LA 09-16.04

2009-16/8d

Zach Fentiman, VP Operations and Finance- Report

Please see document LA 09-16.05

2009-16/8e

CBAS- "Don't Mind the Gap"

Please see document LA 09-16.06

THE STUDENTS' UNION OF THE UNIVERSITY OF ALBERTA

POLITICAL POLICY STATEMENT

Policy Number:14

Effective Date: April 3,2007

Page 1 of 2

Expiration Date: April 30, 2009

Responsibility for Policy:

University Policy Committee

Subject Matter

- *Category:*

POLITICAL POLICY (GENERAL)

- *Specific:*

Involvement

- *Topic:*

Involvement

WHEREAS a comprehensive and holistic student experience is one that balances exceptional traditional education in tandem with abundant and compelling involvement opportunities, both on campus and in the larger community;

WHEREAS involvement opportunities can be effectively integrated as part of traditional educational programs;

WHEREAS involvement opportunities lead to improvements in the mental, physical and social health on campus and the larger community;

WHEREAS community and campus involvement actively develops the leadership qualities of individuals;

WHEREAS meaningful involvement requires significant chronometric and financial investment on the part of students;¹

WHEREAS the University has declared the importance of student involvement in building a great university;²

WHEREAS the University has recognized the importance of supporting student-led involvement initiatives;³

¹ University of Alberta Senate Task Force on Student Engagement, *Student Engagement: A Shared Responsibility*, (University of Alberta, 2005), p. 25.

² Office of the President, *Dare to Discover: A Vision for a Great University*, (University of Alberta, 2006), p. 2-3, Learning, Discovery and, Citizenship §1-3, 7.

³ University of Alberta Senate Task Force on Student Engagement, *Student Engagement: A Shared Responsibility*, (University of Alberta, 2005), p. 66.

Policy History:

Reference/Vote
Created 2006-15

Board/Committee
UPC

Date of Council Approval
April 3,2007/SC 06-24/5a(iii)

WHEREAS Students' Union led initiatives emphasize student involvement on campus and within the community;

BE IT RESOLVED THAT the Students' Union shall endeavor to encourage the University to actively foster better access to volunteer opportunities both on and off campus by increasing funding to Students' Union led initiatives;

BE IT FURTHER RESOLVED THAT the Students' Union shall endeavor to encourage the University to promote the importance of Community Service Learning;

BE IT FURTHER RESOLVED THAT the Students' Union shall endeavor to convince the University to identify and reward the sacrifices of students who donate their time to improve their communities and campus.

Bylaw 6000

A Bylaw Respecting Dedicated Fees

Definition

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

Conditions of Receipt

2. (1) In order for an external dedicated fee recipient to receive funds from the Students’ Union reserve dedicated to its support, it must
 - (a) include in its bylaws provision for the appointment to its Board of Directors of at least one member of Students’ Council elected by Students’ Council for that purpose, as a voting or non-voting member;
 - (b) provide to the Students’ Union Audit Committee
 - i. a budget illustrating how funds received from the Students’ Union reserve will be spent during the coming year,
 - ii. its audited financial statements from the previous fiscal year,
 - iii. evidence of compliance with all contracts with the Students’ Union,
 - iv. evidence that they are fulfilling their mandate as described under this bylaw, and
 - v. such other information as may be required by the Audit Committee to determine whether it is fulfilling its mandate under this bylaw; and
 - (c) be fulfilling its mandate under this bylaw.
- (2) No funds shall be disbursed to an external dedicated fee recipient from the Students’ Union reserve dedicated to its support until such time as the Students’ Union Audit Committee has approved this disbursal.
- (3) Where an external dedicated fee recipient is in compliance with the conditions set out in §2.1, the Audit Committee shall approve the disbursal of funds to that external dedicated fee recipient by August 31 of that fiscal year or within four weeks, whichever is later.

- (4) Audit Committee may postpone its disbursement decision if:
 - (a) there are any new inconsistencies or breaches from past years with the documents required during the relevant time period, and
 - (b) those new inconsistencies or breaches have not been rectified.

Mandates

- 3. (1) The mandate of the Alberta Public Interest Research Group is
 - (a) to allow undergraduate students to work on public policy issues through undergraduate directed research, education, and action initiatives;
 - (b) to develop, advertise, and implement a procedure by which undergraduate students wishing to have their contributions to the Alberta Public Interest Research Group fund refunded to them may do so; and
 - (c) to develop and implement policy on
 - i. granting funds to undergraduate students to allow them to work on public-policy research, education, and action initiatives;
 - ii. an appeals process for undergraduate students pursuant to i.;
 - iii. addressing conflicts-of-interest; and
 - iv. ensuring proper expenditure of funds granted.
- (2) The mandate of the First Alberta Campus Radio Association is to operate an FM radio station that includes a University of Alberta focus.
- (3) The mandate of the Gateway Student Journalism Society is
 - (a) to publish at least fifteen issues of the *Gateway* during each Fall or Winter term;
 - (b) to offer advertising rates discounted by at least ten percent to the Students' Union and registered student groups;
 - (c) to develop, advertise, and implement actions to resolve complaints about the editorial policy of the *Gateway* and its staff; and

(d) to devote a portion of any budget surplus to providing scholarships for undergraduate students.

(4) The mandate of Student Legal Services of Edmonton is to assist undergraduate students not enrolled in Augustana Faculty and members of Edmonton's low-income community with legal issues, free of charge.

The Access Fund

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

The Campus Recreation Enhancement Fund

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

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

<#>the Vice President (Academic) or designate, as chair;

<#>seven undergraduate students selected annually by Students' Council; and

<#>a secretary, appointed by the chair, as a non-voting member.

(2) The Awards Committee may establish, amend, eliminate, and award awards recognizing student involvement, such awards to be funded by the Student Involvement Endowment Fund and/or external sources, provided that

<#>not more than eight and one half percent of the balance of the Student Involvement Endowment Fund is spent in this fashion in any one year;

<#>no single award has a value greater than two thousand five hundred dollars;

<#>no award is awarded to a member of the Awards Committee;

<#>no monetary award is awarded to any person who is not an undergraduate student;

<#>no person receives more than one monetary award in a single year;

<#>no monetary award is awarded to a salaried employee of the Students' Union; and

<#>the Awards Committee awards all externally-funded awards delegated to it by the Executive Committee.

(3) The Awards Committee may establish, amend, eliminate, and award awards recognizing outstanding undergraduate teaching at the University of Alberta.

(4) The Awards Committee may establish such rules and procedures as may be necessary for the fulfillment of its mandate.

(5) The Vice President (Academic) shall report all decisions of the Awards Committee to Students' Council.

(6) Quorum of the Awards Committee is the chair and four additional voting members.

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

The Golden Bear and Panda Legacy Fund

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

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The Eugene L. Brody Fund

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

The Refugee Student Fund

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

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

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<u>First Reading</u>	<u>2005-04-05</u>
<u>Second Reading</u>	<u>2005-04-12</u>
<u>Implementation</u>	<u>2005-05-01</u>
<u>Updated</u>	<u>2006-08-22</u>
<u>Updated</u>	<u>2007-02-13</u>
<u>Updated</u>	<u>2009-11-03</u>

Bylaw 100 A Bylaw Respecting Students' Council

1. Definitions

In this bylaw

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

2. Composition of Students' Council

- (1) Students' Council is composed of
 - (a) the President of the Students' Union,
 - (b) the Vice Presidents of the Students' Union,
 - (c) the Undergraduate Board of Governors Representative,
 - (d) thirty-two Councillors,
 - (e) the Speaker, and
 - (f) the General Manager of the Students' Union.
- (2) The Speaker and the General Manager of the Students' Union are entitled neither to move, second, or vote on motions of Students' Council, nor to serve as voting members of standing committees.
- (3) Each Councillor shall represent exactly one faculty.
- (4) Each faculty shall be allocated a number of Councillors equal to the number of Councillors times its faculty population divided by the sum of all faculties' faculty populations, with any remainder being discarded.
- (5) A faculty shall be allocated Councillors for upcoming Students' Council elections dependant upon that faculty continuing to include undergraduate students in their student body at the time of the election, and in the next academic year.
- (6) Notwithstanding (4), every faculty shall be allocated at least one Councillor.
- (7) If more than thirty-two Councillors are allocated, they shall be revoked from faculties with more than one Councillor in ascending order of remainder until only thirty-two Councillors are allocated.
- (8) If fewer than thirty-two Councillors are allocated, additional Councillors shall be allocated to faculties entitled to at least one Councillor under (4) in descending order of remainder until thirty-two Councillors are allocated.
- (9) In the event that two faculties have equal remainders and that this equality prevents the processes set out in (6) and (7) from allocating exactly thirty-two Councillors, the number of Councillors shall be temporarily increased by the minimum amount necessary.
- (10) The Chief Returning Officer of the Students' Union shall determine the allocation of Councillors annually before February 15, and shall forthwith table with Students' Council a report detailing the allocation of Councillors and the statistics used to reach that allocation.
- (11) The Chief Returning Officer shall review the allocation of Councillors before each election and determine if the allocation remains valid. If the allocation is no longer valid

the Chief Returning Officer shall re-determine the allocation of Councillors and shall report the re-determined allocation to Students' Council as set out in (10).

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3. Eligibility

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

4. Removal of Members

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

5. Replenishment

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

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- (a) has already vacated a Councillor position since the last election before which nominations were open for the faculty in question,
- (b) has already declined appointment to a Councillor position since the last election before which nominations were open for the faculty in question, or
- (c) is a member of Students' Council.

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

6. Start-Up

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

- (6) Upon the execution of (5), power is transferred from one year's Students' Council to the next.

7. Speaker of Students' Council

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

8. Proxies

- (1) Any councillor may appoint a Students' Union member in his/her faculty as his/her proxy for any portion of his/her term of office. The councillor may appoint a short or long term proxy where:

(a) A short term proxy is defined as having attended or being appointed for one Council meeting

(b) A long term proxy is defined as having attended at least one Council meeting and has been appointed for at least two consecutive Council meetings

- (2) A short term proxy will, for the duration of his/her appointment, have all the rights and responsibilities of the Councillor who appointed him/her, excepting the right to serve on standing committees

- (3) A long term proxy will, for the duration of his/her appointment, have all the rights and responsibilities of the Councillor who appointed him/her
- (4) A proxy's appointment is not effective in the attendance of the Councillor who appointed him/her
- (5) A Councillor who has designated a proxy retains access to all resources that he/she would otherwise be entitled

9. Conduct of Meetings

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

10. Legislation

- (1) Students' Union bylaws
 - (a) are directives perpetually requiring and/or prohibiting action on the part of the Students' Union;
 - (b) are adopted, amended, or rescinded by two simple majority votes of Students' Council occurring not less than seven days apart; and
 - (c) do not expire.
- (2) A Students' Union political policy
 - (a) is a directive to the Executive Committee dictating on what issues Students' Union advocacy efforts should be directed;
 - (b) shall be explicitly tied to a standing committee;
 - (c) requires the Executive Committee to submit an implementation plan to the standing committee to which it is tied;
 - (d) prohibits any person from representing any opinion not expressed by Students' Union political policy as being the opinion of the Students' Union;
 - (e) is not binding on the Students' Union except as noted;
 - (f) is adopted, amended, or rescinded on two simple majority votes of Students' Council held not less than seven days apart; and
 - (g) shall expire, but may be renewed by a simple majority vote of Students' Council
- (3) Standing orders of Students' Council
 - (a) are ongoing instructions to members of Students' Council and Students' Union staff respecting the manner of execution of Students' Council logistics;
 - (b) are adopted, amended, or rescinded on a simple majority vote of Students' Council or the Council Administration Committee; and
 - (c) do not expire, but shall be reintroduced by the chair of the Council Administration Committee at the first meeting of each year's Students' Council.
- (4) General orders of Students' Council

- (a) are any non-procedural motions of Students' Council that do not adopt, amend, or rescind other legislation; and
- (b) expire concurrently with the authority of the Students' Council that adopted them unless otherwise specified in the motion.

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11. Standing Committee Membership

- (1) The Budget and Finance Committee, the Bylaw Committee, and the Grant Allocation Committee each consists of seven members of Students' Council.
- (2) The Policy Committee consists of 9 members of Students' Council.
- (3) The Audit Committee consists of seven members of Students' Council who are not also members of the Students' Union Executive Committee.
- (4) The Council Administration Committee consists of
 - (a) five permanent members of Students' Council, and
 - (b) all members of Students' Council except the Speaker and the General Manager.
- (5) The Awards Committee consists of
 - (a) the Vice President (Academic) or designate,
 - (b) seven undergraduate students selected annually by Students' Council, and
 - (c) a secretary, appointed by the chair, as a non-voting member.
- (6) Notwithstanding any provision in this bylaw, standing committees may appoint nonvoting members to themselves by passing regulations to this effect as part of their standing orders.
- (7) Non-voting members of standing committees
 - (a) are not entitled to move, second, or vote on motions of standing committees,
 - (b) are not entitled to chair standing committees, and
 - (c) do not count towards quorum of standing committees.

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12. Chairs of Standing Committees

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

13. Quorum of Standing Committees

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Aug. 22/06 -

Apr. 10/06 -

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- (1) The Audit Committee, the Budget and Finance Committee, the Bylaw Committee, and the Grant Allocation Committee each have a quorum of four members.
- (2) The Policy Committee has a quorum of 5 members.
- (3) The Council Administration Committee has a quorum of three permanent members.
- (4) The Awards Committee has a quorum of the chair and four additional members.

14. Functioning of Standing Committees

- (1) Standing committees shall establish meeting schedules on a trimesterly basis, in advance, with the trimesters being
 - (a) May to August,
 - (b) September to December, and
 - (c) January to April.
- (2) No meeting of a standing committee shall occur unless
 - (a) every quorum-counting member of the standing committee has received at least seventy-two hours notice of the meeting, or
 - (b) every quorum-counting member of the standing committee consents to the meeting taking place.
- (3) Standing committees may adopt such standing orders as do not conflict with legislation.
- (4) The Speaker, and through him/her chairs of standing committees, shall have access to sufficient administrative support to ensure the proper functioning of standing committees, including but not limited to
 - (a) the creation and publication of agendas for committee meetings,
 - (b) the creation and publication of minutes for committee meetings,
 - (c) the booking of meeting rooms,
 - (d) the duplication of required documents, and
 - (e) access to Students' Union archives.
- (5) Any permanent member of a standing committee may designate any member of students' council or his/her long term proxy as his/her proxy for any portion of his/her term, provided that his/her proxy so-designated fulfills the eligibility requirements to serve on the standing committee in question.
- (6) Every standing committee named at the introductory meeting shall hold a meeting before the first meeting of its Students' Council in order to
 - (a) elect a chair,
 - (b) set initial standing orders, and
 - (c) set a meeting schedule for its first trimester.
- (7) Voting members may be permitted to telconference/videoconference in to standing committee meetings, at the discretion of the chair, except under conditions in which the

committee is in camera. For in camera portions of a standing committee meeting, the meeting must take place in person.

- (8) The Awards Committee is exempt from (1), (5), and (6).

15. Reporting Structure

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

16. Mandates of Standing Committees

- (1) The Audit Committee
- shall review any Dedicated Fee Unit or Faculty Association for compliance with any funding agreements and contracts held with the Students' Union;
 - shall investigate breaches of contract with the Students' Union;
 - shall monitor the use of all Faculty Association Membership Fees and Faculty Membership;
 - shall monitor the use of funds allocated by the Students' Union to the Association des Universitaires de la Faculté Saint-Jean;
 - shall monitor the Grant Allocation Committee's allocation of the Campus Recreation Enhancement Fund, the Golden Bear and Panda Legacy Fund and the Refugee Student Fund;
 - shall review the proposed uses and make a decision on the disbursement of the CJSR FM88 Fund, the Student Legal Services of Edmonton Fund, the Alberta Public Interest Research Group Fund and the Gateway Student Journalism Fund;
 - has the authority to approve disbursement of the CJSR FM88 Fund, the Alberta Public Interest Research Group Fund and the Gateway Student Journalism Fund;
 - shall annually select the Students' Union auditor
 - shall oversee the Students' Union external audit and include it with the Committee's report on the audit to Council;
 - shall review the Students' Union's audited financial statements in advance of their presentation to Students' Council;

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- (k) shall review all alterations made to the Students' Union's budget for the purposes of verifying compliance with Students' Union legislation;
- (l) shall review for appropriateness and compliance with the Students' Union's budget the transactions of the Students' Union organizational units;
- (m) shall review all expenditures made on Students' Union credit cards;
- (n) shall investigate any inappropriate transactions or significant variances against the Students' Union's budget;
- (o) has the authority to require to appear before it, in a reasonable period of time, any Students' Union employee and/or member of the Executive;

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(2) The Awards Committee

- (a) may establish, amend, eliminate, and bestow awards recognizing student involvement, such awards to be funded by the Student Involvement Endowment Fund and/or external sources provided that

- i. not more than eight and one half percent of the balance of the Student Involvement Endowment Fund is spent in this fashion in any one year,
- ii. no single award has a value greater than two thousand five hundred dollars,
- iii. no award is awarded to a member of the Awards Committee,
- iv. no monetary award is awarded to any person who is not an undergraduate student,
- v. no person receives more than one monetary award in a single year,
- vi. no monetary award is awarded to a salaried employee of the Students' Union, and
- vii. the Awards Committee awards all externally-funded awards delegated to it by the Executive Committee;

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- (b) shall bestow all externally-funded awards delegated to it by the Students' Union Executive Committee; and
- (c) may establish, amend, eliminate, and bestow awards recognizing outstanding undergraduate teaching at the University of Alberta.

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- (d) The Awards Committee may establish such rules and procedures as may be necessary for the fulfillment of its mandate.

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(3) The Budget and Finance Committee

- (a) shall recommend budgets to Students' Council as may be required by Students' Union legislation;
- (b) shall make recommendations to Students' Council on alterations to the Students' Union operating budget;

- (c) shall make recommendations to Students' Council on expenditures of funds from the Projects Allocation; and
- (d) shall make recommendations to Students' Council on legislation dealing with Students' Union finances as it considers appropriate or as required by Students' Council.
- (4) The Bylaw Committee
- shall draft bylaws as required by Students' Council;
 - shall draft referendum and plebiscite questions as required by Students' Council;
 - shall make recommendations to Students' Council on Students' Union bylaws where such recommendations are not the purview of any other standing committee; and
 - has the power to make, to Students' Union bylaws, alterations that do not alter the meaning of the bylaws in question.
- (5) The Council Administration Committee
- has authority to amend, adopt, or rescind standing orders of Students' Council after an initial set of standing orders has been adopted by Students' Council;
 - shall make recommendations to Students' Council on the structure of Students' Council and standing committees;
 - shall oversee the Speaker and the Chief Returning Officer of the Students' Union;
 - shall oversee the progress of Students' Council's legislative agenda;
 - shall recommend to Students' Council a candidate for the position of Chief Returning Officer on or before April 15 of each year;
 - shall recommend to Students' Council a composition for the Awards Committee on or before April 15 of each year;
 - shall, in conjunction with the Vice President (External), recommend to Students' Council on such nominations to the University of Alberta Senate as may be required of the Students' Union.
- (6) The Grant Allocation Committee
- has authority to set and implement policy regarding the disbursement of the Access Fund;
 - shall provide for the existence of an appeals mechanism for the Access Fund;
 - shall recommend a budget for the Access Fund to Students' Council on or before April 30 of each year;
 - shall approve an administrative budget for the Access Fund, for a fiscal year congruent with that of Students' Union, and provide a report to Students' Council which contains the approved budget no later than March 31 of each year;
 - shall recommend to Students' Council changes to legislation affecting the Access Fund as it considers appropriate or as required by Students' Council;
 - shall make grants and has the authority to set an implement policy regarding the disbursement of funds from the Campus Recreation Enhancement Fund, the Golden Bear and Panda Legacy Fund, the Refugee Student Fund, and the portion of the Students' Union operating budget designated for grants to Student Groups;
 - has authority to grant loans to student groups in amounts not exceeding \$1,500 per student group; and

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has authority to make grants of not more than three thousand five hundred dollars from the Eugene L. Brody Fund;

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(h) may delegate the granting of funds, with the exception of the Access Fund, where the Grant Allocation Committee has established standing orders identifying the delegate and comprehensive regulations within which the delegate must exercise its discretion when granting.

- (7) The Policy Committee
- (a) shall make recommendations to Students' Council on Students' Union political policy;
 - (b) shall make recommendations to Students' Council on Students' Union political policy respecting undergraduate tuition at the University of Alberta;
 - (c) shall receive reports from the Students' Union Executive Committee on advocacy activities and evaluate their effectiveness; and
 - (d) can make editorial changes to all political policy.
- (8) Standing committees have the authority to make recommendations to Students' Council on matters related to their mandates but not explicitly set out in this bylaw.
- (9) Students' Council has the authority to require recommendations from standing committees on matters related to their mandates but not explicitly set out in this bylaw.

17. Conflict-of-Interest

- (1) No person shall use a Students' Union position that he/she holds to further personal business interests.
- (2) No person may hold a Students' Union position who
- (a) is party to any contract or agreement with the Students' Union, excepting contracts or agreements directly relating to that person's employment by the Students' Union; or
 - (b) has any interest in a contract or agreement with the Students' Union, excepting contracts or agreements directly relating to that person's employment by the Students' Union.
- (3) (2) does not apply to any person by reason only
- (a) of the receipt of any properly-approved honorarium, commission, or allowance from the Students' Union;
 - (b) of being a non-executive member of any registered student group which has any contract or agreement with the Students' Union; or
 - (c) of the sale of goods or services to the Students' Union in the ordinary course of business, at competitive prices, and in accordance with Students' Union procedures.
- (4) No member of Students' Council shall vote on a motion relating to a student group or organization of which he/she is a member unless that organization is a faculty association.

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

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18. Nominations to University Bodies

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

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19. No Force or Effect

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

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Report to Council

BUDGET AND FINANCE COMMITTEE

2009-2010 II #09

November 6, 2009

Prepared by: Zach Fentiman
To: Students' Council 2009/2010

Dear Council,

At the November 6, 2009 meeting, the committee reviewed the Departmental Operating Plans and Operating Budgets for General/Office Administration, Communications & Marketing, the Myer Horowitz Theatre, SUBstage (SUB Programming), and Dinwoodie Lounge. The committee will review for homework for discussion at the next meeting on November 20, 2009 the Operating Plans for Week of Welcome, Anti-freeze, and alternative programming. No significant concerns to be noted; however, refer to the minutes for detailed questions asked.

Sincerely,

Zach Fentiman

Report to Students' Council

November 3, 2009

Kory Mathewson, President



Centenary Event Brainstorming and Selection Oct 28 2009

Academic Planning Committee – Oct 28 2009

Visit to Augustana Campus – Oct 29 2009

Meeting with Jeff Wright, External Relations, Annual Mail-out – Oct 30 2009

Meeting with John Perrino, Alumni Affairs, Students' Union Alumni – Nov 3 2009

Discuss Executive Transition – Nov 3 2009

Preliminary Survey Analysis – Nov 3 2009

Medicine/Dentistry Dean's Town Hall Meeting – Nov 3 2009

Major topics of discussion around the University of Alberta boards and committees are:

-
- Market Modifiers and Non-instructional Mandatory Fees
-

*For the Good and Welfare of the University of Alberta Students' Union,
I remain, Kory Wallace Mathewson, President, University of Alberta Students' Union 2009-2010*

Report to Students' Council

November 17, 2009

Kory Mathewson, President



Alumni Council Meeting – Nov 4 2009

HECOL 300 Guest lecture on Policy and Advocacy – Nov 4 2009

Budget Advisory Committee – Nov 4 2009

Phone Meeting with Canadian Alliance of Student Associations – Nov 5 2009

Discussion on tuition stance and presentations – Nov 5 2009

Board of Governors Meeting – Nov 6 2009

Survey Prizing Discussion – Nov 6 2009

Shining the Light Gala for St. Joseph's College at Sutton Place Hotel – Nov 7 2009

Meeting with Dr. Andy Knight on Revolutionary Speaker and Debate Series – Nov 9 2009

Meeting with Governor Gordon Clanachan – Nov 10 2009

CAUS Skype Meeting – Nov 10 2009

Survey Results Compilations – Nov 10 2009

Rent Discussion – Nov 10 2009

Remembrance Day Ceremony at Butterdome – Nov 11 2009

Board Finance and Property Committee – Nov 12 2009

Canadian Alliance of Student Associations Briefing – Nov 13 1009

Presentation to Joint Council on Tuition – Nov 15 2009

Major topics of discussion around the University of Alberta boards and committees are:

-
- Market Modifiers and Non-instructional Mandatory Fees
-

*For the Good and Welfare of the University of Alberta Students' Union,
I remain, Kory Wallace Mathewson, President, University of Alberta Students' Union 2009-2010*

Report to Council

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2009-2010 II #09

November 6, 2009

Prepared by: Zach Fentiman
To: Students' Council 2009/2010

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Sincerely,

Zach Fentiman

Hello Council!

This year, the Arts Councillors will take turns attending CBAS board meetings and reporting back to Council (kind of like a rotating liaison). I had the privilege of attending their board meeting last Friday, November 13.

On Wednesday, November 18 (tomorrow!), CBAS will be holding an event called "Don't Mind the Gap." All day Wednesday (8AM-5 PM), CBAS is inviting Arts students to drop by their office (2-10 Humanities Centre) to find out more about the proposed tuition changes and give their feedback on the issue of how to fill the gap. Did I mention there will be FREE COFFEE AND MUFFINS?

CBAS also plans to have a poster board stationed in the Tory Business Atrium from 8 AM-5 PM for students to write their answers to questions regarding the tuition proposals.

Please encourage all Arts students you know to drop by and talk to CBAS about their ideas for filling the gap or write their ideas on the poster in Tory Atrium.

Sincerely,
Brittany Kustra
Arts Councillor