

# STUDENTS' COUNCIL

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Tuesday February 23, 2010  
Council Chambers 2-1 University Hall

## ORDER PAPER (SC 2009-23)

- 2009-23/1      **SPEAKER'S BUSINESS**
- 2009-23/1a      Announcements – The next meeting of Students' Council will take place on Tuesday, March 9, 2010
- 2009-23/2      **PRESENTATIONS**
- 2009-23/3      **EXECUTIVE COMMITTEE REPORT**
- 2009-23/3a      Executive Committee Report
- Please see document SC 09-23.01
- 2009-23/4      **BOARD AND COMMITTEE REPORTS**
- 2009-23/5      **QUESTION PERIOD**
- 2009-23/6      **BOARD AND COMMITTEE BUSINESS**
- 2009-23/6a      **CHIN/FENTIMAN MOVED THAT** on the recommendation of the Budget and Finance Committee that Students' Council approve the 2010 - 2011 Budget Principles
- Please see document SC 09-23.02
- 2009-23/6b      **KUSTRA/HANSRA MOVES THAT** Students' Council, upon the recommendation of CAC, approve Bill #(30) based on the following principle
1. the VP Operations and Finance be a mandatory standing member of the Budget and Finance Committee.
- 2009-23/6c      **KUSTRA/HANSRA MOVES THAT** Students' council, upon the recommendation of CAC, approve Bill #(31) based on the following principles
1. the VP Academic be a mandatory standing member of the Policy Committee  
                    2. the VP External be a mandatory standing member of the Policy Committee
- 2009-23/6d      **DUNN/ MOVES THAT** Students' Council, upon the recommendation of CAC, approve Bill #(32) based on the following principle

1. Members of the executive committee shall submit reports to council at each Council Meeting

2009-23/7

**GENERAL ORDERS**

2009-23/8

**INFORMATION ITEMS**

2009-23/8a

Students' Council standing orders – Update 22(2) Attendance

Please see document SC 09-23.03

2009-23/8b

Award Committee – Report

Please see document SC 09-23.04

2009-23/8c

Votes and Proceedings

Please see document SC 09-23.05

## **Executive Committee Report to Students' Council February 23, 2010**

Due to Students' Union elections, the Executive Committee has not had quorum so no minutes have been approved since February 5, 2010.



February 8, 2010

To: Students' Council

Re: Proposed Budget Priorities of Students' Council, University of Alberta Students' Union  
for the Fiscal Year Beginning May 1, 2010 and Ending April 30, 2011

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

## 1. General

The four key focuses of the Students' Union are the following:

- Governance, representation, and advocacy,
- Providing student services,
- Operating the Students' Union Building, and
- Operating businesses for the purpose of funding Students' Union activities.

Total operating and capital expenditures will not exceed the amount of total operating and fee revenues. The only exception to this would be council approved capital purchases that do not cause a deficit on an accrual basis.

All departments must work within the mandate of the Students' Union and activities or operations deemed to be beyond its scope shall be eliminated.

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

Capital expenditures shall be incurred based upon the following criteria:

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

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

Unless otherwise noted operating and fixed costs increase at a rate, relative to the previous fiscal year, not higher than inflation for the province of Alberta and activity of the Students' Union will continue in a manner consistent with the precedent set in previous fiscal years.

The Students' Union shall not budget for a deficit.

The Students' Union shall implement all necessary financial restraints and audits as required by the Post-Secondary Learning Act and its own bylaws.

## **2. Staff**

Staff costs shall change as specified in the CUPE collective agreement. Most managerial and non-unionized staff are entitled to a merit increase of up to 4%.

The Students' Union shall allocate sufficient resources to provide sufficient staffing to support key functions of the organization.

## **3. Fees**

Operating and dedicated fees shall increase in accordance with Students' Union Bylaw 3000. The consumer price index shall be calculated as, at minimum, 0.7%. Tuition increases shall be calculated as 1.5%.

## **4. Advocacy and Representation**

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

- The Executive Committee, along with each individual executive member,
- Students' Council,
- Advocacy department,
- Elections,
- Awards night,
- CAUS, and
- CASA.

## **5. Services**

The service units of the Students' Union are the following:

- Infolink,
- Orientation and Transition Programs (Centre for Student Development),
- Ombudservice,
- Student Financial Aid and Information Centre,
- Student Group Services,
- Safewalk,
- Student Distress Centre,
- Handbook, and
- Environmental Coordination Office of Students.

The Students' Union shall allocate additional resources to student group grants.

## **6. Business**

The business units of the Students' Union are the following:

- SUBmart,
- SUBtitles,
- SUBprint,
- Cram Dunk,
- Canada Post (Postal Outlet),
- Room at the Top,
- Dewey's,
- L'Express and L'Express Catering,
- Juicy, and
- SUB Rental Operations.

The Students' Union business units shall not budget for a deficit prior to cost apportionment allocations. All reasonable attempts to maximize the profitability of these business units, consistent with the mandate of the Students' Union as a service provider, shall be made.

An average margin increase to non-academic materials not resulting from decreasing costs shall not exceed 10%.

Where costs have increased in academic material areas, there shall be a margin increase to compensate.

## **7. Entertainment and Programming**

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

- Week of Welcome,
- Myer Horowitz Theatre,
- Dinwoodie Lounge,
- Antifreeze,
- SUB Programming, and
- Alternative Entertainment and Programming.

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

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

## **8. Administration, Operations, and Support**

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

- Marketing,
- Sponsorship,
- Facilities, and
- Administration.

The Students' Union shall allocate sufficient resources to increase the visibility of Students' Union businesses and services, particularly those located on the lower level.

Administration, operations, and support costs shall be apportioned to all departments of the Students' Union on a usage basis.

The Students' Union shall allocate additional resources toward future improvements and/or expansion of the Students' Union Building.

## **9. Changes from 09/10 Budget Principles**

The consumer price index shall be calculated as, at minimum, 0.7% and tuition increases shall be calculated as 1.5% when calculating increases in operating and dedicated fees.

Staff costs shall change as specified in the CUPE collective agreement. Most managerial and non-unionized staff are entitled to a merit increase of up to 4%.

The Students' Union shall allocate sufficient resources to provide sufficient staffing to support key functions of the organization.

The Students' Union shall allocate additional resources to its student group granting allocation.

SUBspace is no longer a business unit of the Students' Union; the location is now established as a SUB Rental Operation.

The Students' Union business units shall not budget for a deficit prior to cost apportionment allocations.

An average margin increase to non-academic materials not resulting from decreasing costs shall not exceed 10%.

The Students' Union has implemented a secret shopper program; therefore, this principle was removed.

The Students' Union shall allocate sufficient resources to increase the visibility of Students' Union businesses and services, particularly those located on the lower level.

BUDGET PRIORITIES OF STUDENTS' COUNCIL, UNIVERSITY OF ALBERTA STUDENTS' UNION  
FOR THE FISCAL YEAR BEGINNING MAY 1, 2009 AND ENDING APRIL 30, 2010.

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

## **1. General**

The four key focuses of the Students' Union are

- Governance, Representation, and Advocacy
- Providing Student Services
- Operating the Students' Union Building
- Operating businesses for the purpose of funding Students' Union activities

Total operating and capital expenditures will not exceed the amount of total operating and fee revenues. The only exception to this would be council approved capital purchases which do not cause a deficit on an accrual basis.

All departments must work within the mandate of the Students' Union and activities or operations deemed to be beyond its scope shall be eliminated.

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

Capital expenditures shall be incurred based upon the following criteria:

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

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

Unless otherwise noted:

- Operating and fixed costs increase at a rate, relative to the previous fiscal year, not higher than inflation for the province of Alberta.
- Activity of the Students' Union will continue in a manner consistent with the precedent set in previous fiscal years.

The SU shall not budget for a deficit.

The Students' Union shall implement all necessary financial restraints and audits as required by the Post-Secondary Learning act and its own bylaws.

## **2. Staff**



Staff costs shall change as specified in the CUPE collective agreement. Managerial and non-unionized staff are entitled to a merit increase of *up to* 4%.

### **3. Fees**

Operating and dedicated fees shall increase in accordance with Students' Union Bylaw 3000. The consumer price index will be calculated as 1.9%. Tuition increases will be calculated as 4.1%.

### **4. Advocacy and Representation**

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

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

### **5. Services**

The service units of the Students' Union are:

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

### **6. Business**

The business units of the Students' Union are:

- SUBmart
- SUBtitles
- ~~Print Center~~
- SUBprint
- SUBspace
- Cramdunk
- Postal Outlet
- Room at the Top
- Dewey's
- L'Express and L'Express Catering

- Juicy
- SUB Rental Operations

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

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

~~Students' Union businesses shall not run a deficit.~~

Where costs have increased in academic material areas, there shall be a margin increase to compensate.

The Students' Union shall implement a secret shopper program to ensure the highest level of customer satisfaction.

## **7. Entertainment and Programming**

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

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

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

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

## **8. Administration, Operations and Support**

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

- Marketing
- Sponsorship
- Facilities

- Administration

Increase visibility of Students' Union businesses and services, particularly those located on the lower level.

Administration, operations and support costs shall be apportioned to all departments of the Students' Union on a usage basis.

The Students' Union shall allocate additional resources toward the future improvements and/or expansion of the Students' Union Building.

### **9. Changes from 08/09 Budget Principles**

The Consumer Price Index shall be calculated as 1.9% and Tuition increases will be calculated as 4.1% when calculating increase in Operating and Dedicated Fees.

Staff costs shall change as specified in the CUPE collective agreement.

Increase visibility of Students' Union businesses and services, particularly those located on the lower level.

Administration, operations and support costs shall be apportioned to all departments of the Students' Union on a usage basis.

The Students' Union shall no longer host the High School Leadership Conference.

Where costs have increase in academic material areas, there shall be a margin increase to compensate.

The Print Centre shall be rebranded as SUBprint.

Expenditures deemed to be beyond the scope of the Students' Union's mandate shall be eliminated.

The Students' Union implement all necessary financial restraints and audits as required by the Post-Secondary Learning act and its own bylaws.

The Students' Union shall implement a secret shopper program to ensure the highest level of customer satisfaction.

The Students' Union shall allocate additional resources toward the future improvements and/or expansion of the Students' Union Building.

Individual Students' Union businesses can be budgeted for a deficit.

**PART 1: RULES OF ORDER**

**Roberts' Rules of Order**

**1(1)** *Robert's Rules of Order* will be observed at all meetings of Students' Council except where they are inconsistent with the Bylaws or Standing Orders of Students' Council.

**Speaker to Decide where Rules are Silent**

**1(2)** Where the Bylaws, Standing Orders and *Robert's Rules of Order* fail to provide direction with respect to procedure, the Speaker will decide.

**PART 2: STRUCTURE OF SESSIONS**

**Order of Business**

**2(1)** The Order of Business for Students' Council will be:

- (a) Speaker's Business,
- (b) Presentations,
- (c) Executive Committee Report,
- (d) Board and Committee Report,
- (e) Question Period,
- (f) Board and Committee business
- (g) General Orders.

**Start-Up Meeting Order of Business**

**2(2)** The Order of Business for the start-up meeting of the incoming Students' Council will be:

- (a) Election of a Speaker,
- (b) Approval of Annual Meeting Schedule, and
- (c) Nomination to Standing Committees.

**First Meeting after Start-Up Meeting Additional Orders of Business**

**2(3)** The Order of Business for the first meeting of the year after the start up meeting will have the following orders of the day added to Speaker's Business:

- (a) Installation Ceremony,
- (b) Inaugural Addresses of Executive Officers and the Undergraduate Board of Governors Representative, and
- (a) Approval of Standing Orders.

**Last Meeting Additional Orders of Business**

**2(4)** The Order of Business for the last meeting of the year will have the following orders of the day added to Speaker's Business:

- (a) President's Farewell Address.

**Additional Meetings**

**3(1)** Additional meetings of Students' Council may be called by the:

- (a) Speaker,
- (b) Council Administration Committee,
- (c) Executive Committee, and
- (d) Students' Council.

**Cancelled Meetings**

**3(2)** Meetings of Students' Council may be cancelled, no later than 97 hours in advance of the meeting intended to be cancelled, by the:

- (a) Speaker,
- (b) Council Administration Committee, and
- (c) Students' Council.

**PART 3: ORDERS OF THE DAY**

**Right of Submission by Students' Council Members**

**4(1)** Any voting member or Board/Committee of Students' Council may submit Orders of the Day to be considered by Students' Council

**Right of Submission by Students' Union Members**

**4(2)** Any Students' Union Member may submit an information item for inclusion in the agenda package provided that it is related to the proceedings.

**Order of Orders of the Day**

**4(3)** Orders of the Day shall appear on the Order Paper in the order they were submitted.

**Deadline for Submission**

**4(4)** Orders of the Day must be submitted to the Speaker and the Administrative Assistant to Students' Council by noon on the 3<sup>rd</sup> business day prior to a Students' Council meeting.

**Late Additions**

**4(5)** Late additions to the Order Paper may, at the discretion of Students' Council, be added at the meeting if the items of business cannot be postponed to a future meeting of Students' Council for resolution without risking detrimental consequences to or negative procedural difficulties for the Students' Union.

**Deadline for Publishing**

**5(1)** The agenda package will be published in the following manner:

- (a) paper copies will be created and made available in the Students' Union Executive/Administrative Offices, and
- (b) an electronic version will be placed on the Students' Union web page.

**Deadline for Publishing**

**5(2)** The agenda package will be published no later than 4:30 p.m. on the 2<sup>nd</sup> business day prior to a Students' Council meeting.

**Deadline Exemption**

**5(3)** For meetings called under the authority of Standing Order #3(1), there will be no submission or publishing deadline.

**Special Orders**

**6(1)** Motions making specific Orders of the Day Special Orders are privileged motions.

**Speaker made Special Orders**

**6(2)** The Order of Business notwithstanding, the Speaker may designate any Order of the Day a Special Order.

**Council made Special Orders**

**6(3)** The Order of Business notwithstanding, Students' Council may designate any Order of the Day a Special Order if it cannot be postponed to a future meeting of Students' Council for resolution without risking serious and detrimental consequences to the Students' Union.

**PART 4: SPEAKER'S BUSINESS**

**Speaker's Business**

**7(1)** During Speaker's Business, the Speaker will address all day-to-day regulatory concerns of Students' Council, including but not limited to:

- (a) resignations,
- (b) any process by which a member is permanently removed from Students' Council,

- (c) reports of the Chief Returning Officer,
- (d) announcements, and
- (e) motions making Orders of the Day Special Orders.

#### **PART 5: PRESENTATIONS**

##### **Presentation Abstracts**

**8(1)** All presentations, excepting those made by members of the Executive Committee or University Administration, must be accompanied in the agenda package by a 100-word abstract. Presentations that substantially deviate from the abstract are out of order.

##### **Length of Presentations**

**8(2)** Presentations will not exceed thirty (30) minutes in duration, including questions and discussion.

##### **Presentations Exclude Enacting Motions on Same Topic**

**8(3)** Motions related to the subject matter of a presentation at the same meeting are out of order.

##### **Initiation of Presentations**

**8(4)** In order for Students' Council to receive a presentation, a motion to accept the presentation must first be considered by Students' Council.

##### **Tools for Presentations**

**8(5)** The Students' Union laptop and projector shall be available whenever a presentation appears on the main agenda of Students' Council.

#### **PART 6: NOMINATIONS**

##### **Motions to Nominate Considered Special Orders**

**9(1)** A motion to nominate will be a Special Order upon completion of Presentations.

##### **Motions to Nominate Considered Approved**

**9(2)** A motion to nominate will be considered approved, and the floor open to nominations, unless a member requests a vote on the motion.

#### **PART 7: REPORTS**

##### **Style of Executive Officer Reports**

**10(1)** Executive Officer reports will be presented in written form and listed in the agenda package under Information Items, and may include an oral report to Students' Council not to exceed two (2) minutes.

##### **Executive Officer Reports on Conferences**

**10(2)** Executive Officers will submit reports to Students' Council no later than one month after any conferences attended.

##### **Style of the Undergraduate Board of Governors Representative's Report**

**10(3)** The Undergraduate Board of Governors Representative's reports will be presented in written form and listed in the agenda package under Information Items or presented as an oral report to Students' Council not to exceed two (2) minutes.

##### **Frequency of Undergraduate Board of Governors Representative's Reports**

**10(4)** The Undergraduate Board of Governors Representative will report to Students' Council, at minimum, following each Board meeting.

##### **Executive Committee Reports**

**11(1)** The President will compile a report on the actions of the Executive Committee listing, at minimum, formal motions approved by the Committee.

**Style of Board and Committee Reports**

**12(1)** Board and Committee reports will be presented in written form and listed in the agenda package under information items or presented as an oral report to Students' Council not to exceed (2) minutes.

**PART 8: QUESTION PERIOD**

**Length of Question Period**

**13(1)** Question period will be fifteen (15) minutes in duration.

**Extension of Question Period**

**13(2)** Question period will be extended once for fifteen (15) minutes upon the request of five voting members of Students' Council. Further extensions require a two-thirds (2/3) majority vote.

**Written Questions**

**14(1)** Written questions may be submitted for inclusion with the Orders of the Day.

**Priority of Written Questions**

**14(2)** Written questions may be responded to in writing or orally, and will have priority over questions posed orally.

**PART 9: LEGISLATIVE PROCESS FOR BY-LAWS**

**First Reading of Bylaws**

**15(1)** When a bylaw is being read a first time:

- (a) the motion is placed on the Order Paper;
- (b) the motion is presented in the following format:
  - (i) the principle and/or objectives are listed, and
  - (ii) specific wording of legislation is not permitted;
- (c) debate is limited to general principles and objectives; and
- (d) if approved, the motion is referred to the Bylaw Committee.

**Committee Stage (for Bylaws)**

**15(2)** When a bylaw is in the Committee stage:

- (a) the Committee identifies the relevant legislation that requires amendment and/or drafts new legislation on the basis of the principles passed in first reading;
- (b) the Committee will not recommend to Students' Council draft legislation that is outside the scope of the principles approved in first reading; and
- (c) as part of its report, the Committee may recommend that Students' Council reconsider the motion that "The bill be read a first time" if there are principles relevant to the bill that were not considered on first reading that:
  - (i) if omitted, would defeat or impair the purpose of the bill, and/or
  - (ii) will detrimentally impact the Students' Union.

**Second Reading of Bylaws**

**15(3)** When a bylaw is being read a second time:

- (a) the motion will be presented in the following format:
  - (i) the entire bylaw(s) will be presented (may be waived by the Speaker),
  - (ii) deletions to the existing bylaw(s) will be shown by using a strike-through font,
  - (iii) additions to the existing bylaw(s) will be shown by using an underline font, and
  - (iv) a recommendation (if made) by the Committee to reconsider the motion that "The bill be read a first time" with the principles considered to make the reconsideration necessary; and
- (b) debate is confined to the technical merits of whether the Committee properly interpreted the principles passed in first reading, except when debating a recommendation to reconsider the

motion that “The bill be read a first time,” where debate will be limited to the suggested principles put forward by the Committee to support a return to first reading and the propriety of adopting such a motion.

**Coming Into Force**

**15(4)** Unless otherwise specified, the motion will take effect upon adjournment of the meeting at which it was approved.

**PART 10: LEGISLATIVE PROCESS FOR BUDGET**

**Vice President (Operations & Finance) Recommends Principles**

**16(1)** The Vice President (Operations & Finance) shall submit or cause to be submitted a proposed set of Budget Principles to the Budget and Finance Committee no later than January 15.

**Budget and Finance Committee Amends and Recommends Principles**

**16(2)** The Budget and Finance Committee shall recommend a set of Budget Principles to Students' Council no later than February 15.

**First Reading of Budget in Council**

**16(3)** Students' Council shall approve a set of Budget Principles no later than March 15.

**Executive Committee to Recommend Final Budget**

**16(4)** The Executive Committee shall submit a final Operating and Capital Budget, reflecting the set of Budget Principles approved by Students' Council, to the Budget and Finance Committee no later than March 31.

**Budget and Finance Committee to Amend and Recommend Final Budget**

**16(5)** The Budget and Finance Committee shall recommend a final Operating and Capital Budget to Students' Council.

**Second Reading of Budget in Council**

**16(6)** When the Budget is being read a second time:

- (a) Students' Council shall approve a final Operating and Capital Budget;
- (b) the Budget will be presented in a three-part document consisting of:
  - (i) the Budget Principles passed on first reading,
  - (ii) the estimates (numerical breakdown of the budget), and
  - (iii) additional written instruction providing further instruction on how money within budget categories is to be spent; and
- (c) debate is confined to the technical merits of whether the Committee properly interpreted the principles passed in first reading.

**PART 11: LEGISLATIVE PROCESS FOR POLITICAL POLICIES**

**First Reading of Political Policy**

**17(1)** The procedural requirements for passage of political policy on first reading are the same as those for the passage of bylaw on first reading except that the political policy will then be referred to either the External Policy Committee or the University Policy Committee by the Speaker according to their respective mandates.

**Committee Stage (Political Policy)**

**17(2)** When a political policy is in the Committee stage:

- (a) the Committee selects and assigns an Executive Officer to draft a new policy on the basis of the principles passed in first reading, with the assistance of the Advocacy Department; and
- (b) the Committee will not recommend to Students' Council draft legislation that is outside the scope of the principles approved in first reading.



**Second Reading of Political Policy**

**17(3)** When a political policy is being read a second time:

- (a) the motion will be presented in the following format:
  - (i) the entire political policy will be shown,
  - (ii) deletions to existing political policy will be shown by using a strike-through font, and
  - (iii) additions to existing policy will be shown by using an underline font; and
- (b) debate is confined to the technical merits of whether the Committee properly interpreted the principles passed in first reading.

**Expiration of Political Policy**

**17(4)** Political Policies adopted within a particular session of Students' Council shall expire three (3) years after the end of that session

**17(5)** Upon expiration, a Political Policy shall be reviewed by either the External Policy Committee or the University Policy Committee as per their respective mandates and can be forwarded to Students' Council as a recommendation to renew.

**PART 12: MODIFIED RULES OF DEBATE**

**Length of Speeches**

**18(1)** Members having obtained the floor to speak to a motion can speak no longer than six minutes.

**Speaker may Limit Debate**

**19(1)** The Speaker may limit debate at any time on any Order of the Day.

**Moving the Previous Question**

**20(1)** A member of Students' Council may not move the previous question at the same time as he/she speaks to the motion.

**Speaker may Disallow Moving the Previous Question**

**20(2)** The Speaker may disallow moving the previous question if, in the opinion of the Speaker, the motion has not been sufficiently debated.

**Subsidiary Motions Limited**

**21(1)** Subsidiary motions are not permitted to be applied to the main motion until the motion has been spoken to at least two times, one in favour and one opposed.

**Points of Order**

**22(1)** Where a member rises on a Point of Order citing the violation of a federal, provincial or municipal law, the member must provide a copy of that law to the Speaker at the time the Point of Order is raised.

**22(2)** Any member of the Executive Committee [with the exception of the General Manger] that is absent from a meeting of Students' Council shall submit a written explanation to Students' Council outlining the reason for their absence.

**Guests of Students' Council**

**23(1)** Any person may become a Guest of Students' Council by writing his/her name on the Guest List provided by the Speaker at each meeting of Students' Council.

**Guest of Students' Council Debate Privileges**

**23(2)** The Speaker will only recognize guests if no member entitled to obtain the floor wishes to do so, except where a guest has information particularly pertinent to the debate, or where a Councillor having obtained the floor extends his/her speaking privileges to a guest.

**PART 13: VOTING**

**Division**

**24(1)** A roll call vote will be taken if request by five voting members of Students' Council and shall take precedence over any other method of voting.

**Speaker may Refuse a Division**

**24(2)** The Speaker may refuse a dilatory request for a division except on items of business disposing of main motions.

**PART 14: RECESS/REASSEMBLY**

**Recess**

**25(1)** Students' Council will recess for fifteen (15) minutes immediately after the first Order of the Day disposed of, at least ninety (90) minutes after the Call to Order.

**Recess and Reassembly**

**25(2)** Students' Council will recess for fifteen (15) minutes at 10:00 p.m. and reconvene at a location designated by the Speaker.

**PART 15: ATTENDANCE REQUIREMENTS**

**Attendance**

**26(1)** The Speaker will take attendance orally twice each meeting, once after Speaker's Business and once immediately prior to adjournment or at 10:00 p.m., whichever is earlier.

**PART 16: DISCIPLINE**

**Speaker may Discipline**

**27(1)** The Speaker may discipline a member of Students' Council for breaches of Standing Orders.

**Call for Decorum**

**27(2)** Any member of Students' Council may call for decorum, which when called for will remain in effect for the duration of the motion under consideration and result in the Speaker removing first the speaking privileges for the duration of the motion, and secondly the right to attend the meeting from anyone in the chamber caught speaking without having properly obtained the floor.

**PART 17: PROXIES**

**Assignment of Students' Council Proxies**

**28(1)** To appoint a proxy, a Councillor must provide a notice to that effect to the Speaker:

- (a) stating the name and e-mail address of the proxy member,
- (b) indicating the duration of the appointment, and
- (c) that is signed by the appointing Councillor, or
- (d) that, if sent by e-mail, is received no later than two (2) hours prior to the meeting.

**Assignment of Committee Proxies**

**28(2)** To appoint a proxy for a Committee, a Councillor must provide a notice to that effect to the Chair of the Committee:

- (a) stating the name and e-mail address of the proxy Councillor,
- (b) indicating the duration of the appointment, and
- (c) that is signed by the appointing Councillor, or
- (d) that, if sent by e-mail, is received no later than two (2) hours prior to the meeting.

**PART 18: RECORDS OF STUDENTS' COUNCIL**

**Audio Record of Students' Council**

Approved at Students' Council  
May 6, 2008 Ref. SC 2008-01

**29(1)** When feasible, an audio record of Students' Council proceedings will be recorded.

**Approval of Audio Record**

**29(2)** The audio record is considered approved as recorded.

**Video Record of Students' Council**

**30(1)** Video recording of Students' Council may take place at the discretion of the Speaker and so long as the requirements stipulated in 30(2) and 30(3) are met.

**30(2)** All present members of Students' Council must be made aware of any recording before it begins.

**30(3)** Only those members of Students' Council who have given their permission to be recorded may appear in the video recording.

**Minutes of Students' Council**

**30(1)** When an audio record is not possible, minutes of Students' Council proceedings will be recorded.

**Approval of Minutes**

**30(2)** The minutes are considered approved as transcribed.

**Members may Clarify Comments in Minutes**

**30(3)** Whenever minutes are transcribed, a member's comments may be amended in accordance with the member's wishes prior to a time limit set by the Speaker.

**Record of Votes and Proceedings**

**31(1)** A record styled "Votes and Proceedings" will be compiled from the audio record or minutes of Students' Council and will consist of:

- (a) all motions moved,
- (b) any event having legal consequences extending beyond the adjournment of that meeting,
- (c) a record of all regulations and decisions approved by Students' Council Boards and Committees that are required by Bylaw to report such regulations and decisions to Students' Council, and
- (d) a record of attendance.

**Publication of Votes and Proceedings**

**31(2)** Votes and Proceedings shall be published electronically the third business day after a Students' Council meeting and in the next agenda package.

**Approval of Votes and Proceedings**

**31(3)** The record of Votes and Proceedings is considered approved as transcribed.

**PART 19: MISCELLANEOUS**

**Speaker to Vacate Chair**

**32(1)** A motion that the Speaker vacate the chair:

- (a) is always in order,
- (b) takes precedence over any other motion, and
- (c) is not debatable.

**Public Meetings**

**33(1)** Meetings of Students' Council are open to the public, unless Students' Council moves *in camera*.

**Only Official Documents Allowed**

**34(1)** Only official Students' Council documents may be distributed to members within the chamber.

**Council Orientation**

**35(1)** An orientation for Students' Council members will be held in May of each year.

**Joke Motions**

**37(1)** At the last meeting of the year, the Speaker may declare any motion to be a “joke motion,” such a motion having no effect if carried.

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**APPENDIX 1: PROCEDURE FOR ELECTING A NEW SPEAKER**

**Council to be provided with cover letter and resume**

**2(2)(a)(i)** Each member of Students' Council will be provided with a cover letter and resume of each candidate for Speaker.

**Senior member to preside when outgoing speaker running for re-election**

**2(2)(a)(ii)** The longest-serving member of Students' Council not running for Speaker will preside over the election when the outgoing Speaker is running for re-election.

**In Case of Tie, Elder Member to Preside**

**2(2)(a)(iii)** In the case of a tie between longest-serving members, the eldest of the tied members will preside.

**Speeches**

**2(2)(a)(iv)** The presiding member will ask each candidate to give a brief speech not to exceed two minutes.

**Questions**

**2(2)(a)(v)** The presiding member will allow questions to be put to the candidates from the members of Students' Council.

**Secret Ballot**

**2(2)(a)(vi)** The vote will be by secret ballot and will be in the style of the Executive Elections.

**Recess**

**2(2)(a)(vii)** Students' Council will recess while the presiding officer counts the vote.

**Announcement**

**2(2)(a)(viii)** The presiding officer will announce the results of the election to Students' Council.

**APPENDIX 2: OATH OF OFFICE**

The oath of office to be taken by all members of Students' Council present at the installation ceremony is:

*I am not here for me.  
I am here for the people that lent me their power in exchange for a promise.  
I will keep that promise to make decisions with their interest in mind.  
I will vote after knowing the facts, not before.  
I will use Robert's Rules for their purpose, not my own.  
I will oppose ideas, not people.  
I will think before I speak, not speak just to think.  
I will take the job seriously or not take the job at all.  
I will represent my fellow students' interests, not my own.  
I am not here for me.*

**APPENDIX 4: COUNCILLOR MENTORSHIP PROGRAM**

**Participation**

**1** Any voting member of Students' Council, including the Undergraduate Board of Governors Representative but excluding any member of the Executive Committee, may sign up to participate in this program, such a volunteer henceforth referred to as mentor.

**2** Any Students' Union member may participate in this program, such a student henceforth referred to as mentee.

Approved at Students' Council  
May 6, 2008 Ref. SC 2008-01

**3** Requests to participate in a given meeting of Students' Council must be received by the Thursday prior to the meeting.

**Advertising**

**4** This program shall be advertised in the Fall and Winter term.

**Processing Requests**

**5** First attempts shall be to pair mentees with mentors from the same faculty, but if this is not possible, then mentees shall be paired randomly with available mentors for the requested meeting of Students' Council.

**6** A mentor may have only one mentee for any given Students' Council meeting.

**Mentor Responsibilities**

**7** After being paired with a mentee, the mentor shall be responsible for:

- (i) establishing contact with the mentee prior to the scheduled Students' Council meeting,
- (ii) enlisting another eligible mentor as a replacement if unable to carry out the responsibilities to the mentee,
- (iii) attending the scheduled meeting of Students' Council with the mentee, and
- (iv) familiarizing the mentee with the role and proceedings of Students' Council.

Awards Committee Report to Student' Council  
February 23, 2010

The committee met on February 12-14, 2010 to select the various successful applicants. After many intense hours, the Awards Committee would like to respectfully submit the following names for ratification by Students' Council.

**Students' Union Award for Excellence:**

Clarke, Ian

**Students' Union Award for Leadership in Undergraduate Teaching (2)**

Dr. Douglas Wardell,  
Mme Anne.Boerger

**Alberta Treasury Branches Volunteerism Award:**

Chandler, Harry  
Rabin, Kelsey

**Bill Smith Student Mentorship Award:**

Gan, Kenton  
Cobb, Caitlin

**CIBC Community Investment Award:**

Das, Debraj

**Cristal Mar Memorial Award:**

Iglinki, Peter  
Mildbradt, Sonia

**Dean Mortenson Award:**

Tran, Allen  
Charbonneau, Marc

**Dr. Randy Gregg Athletics Award:**

Black, Cameron  
Nault, Tanner

**Edo Japan Global Citizenship Award:**

Young, Kaitlyn  
Pollock, Sarah  
Filella Lok, Jorge Andrew  
Eliyahu, Leeor  
Cordero, Maria Miranda

**Eugene L Brody Award:**

Liu, Lei

Griffith, Sarah

**Gateway Student Journalism Award for Outstanding Achievement in the Field of Excellence:**

Fisher, Breanne

Yackulic, Simon

**Hilda Wilson Memorial Volunteer Recognition Award:**

Benesch, Matthew

French, Joel

**Hooper Munroe Academic Award:**

Tang, Andrew

Fink, Jaclyn

**Java Jive Merchants Student Achievement Award:**

Malik, Bushra

Ghazyani, Raabia

Archie, Jake

**Lorne Calhoun Memorial Award**

Espejo, Angela

Olson, Stephen

**RBC Financial Group Involvement Award:**

Reinhardt, Ashley

**Social Justice Activism Award:**

Rao, Aditya

Boutwell, Elauna

**Subway Community Service Award:**

Erlandson, Marcus

**Taco Time Outstanding Initiative Award:**

Timperley, Brittney

Zuo, Kevin

Schlegelmilch, Michael

**Tevie Miller Involvement Award:**

Leung, Eric

Csorba, Emerson

**Tom Lancaster memorial Award:**

Kusmu, Petros

Pon, Julia





# STUDENTS' COUNCIL VOTES AND PROCEEDINGS

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Tuesday February 9, 2010  
Council Chambers 2-1 University Hall

## VOTES AND PROCEEDINGS (SC 2009-2)

2009-22/1

### SPEAKER'S BUSINESS

Meeting called to order at 6:15pm

2009-22/1a

Announcements - The next meeting of Students' Council will take place on Tuesday, February 23, 2010

Item 2009-22/6i made specials orders to be dealt with right away, move items 2009-226h/6i off the late additions, leave item 2009-226h until the end

2009-22/3

### EXECUTIVE COMMITTEE REPORT

Zach Fentiman, President – Oral Report

Leah Trueblood, VP Academic – Oral Report

Nick Dehond, VP Student Life – Oral Report

Beverly Eastham, VP External – Oral Report

Jaiman Chin, VP Operations & Finance – Oral Report

2009-22/4

### BOARD AND COMMITTEE REPORTS

CAC – Oral Report

2009-22/7

### GENERAL ORDERS

2009-22/7a

**FENTIMAN/CHIN MOVES TO** appoint one (1) member of Students' Council to the D.I.E Board Trib Selection Committee

**Nominations: Csorba**

**Nominations closed**

**Appointed: Csorba**

2009-22/6

### BOARDS AND COMMITTEE BUSINESS

2009-22/6i

**DUNN/TRUEBLOOD MOVES THAT** council, upon the recommendation of

CAC, appoint the following people to the awards committee: Scott Fenwick, Justina Mak, Alena Manera, Mike Siebert

**Motion: CARRIED**

2009-22/6a

**MASTEL/FENTIMAN MOVES THAT** Students' Council, on the recommendation of the Bylaw Committee, approve Bill # 8 in the second reading: Principles

Any new dedicated fee unit, or increase to an existing dedicated fee unit beyond the current rate of change, shall be required to:

- Implement an unconditional online opt-out for the total amount of the fee
- Reaffirm majority support for the total amount of their fee by campus wide referendum at least once every five (5) years.

Exemptions shall be made for the Students' Union Membership Fee and any fee that is implemented for the direct purposes of bond or mortgage which was approved by Students' Council.

**Motion: CARRIED**

2009-22/6b

**SINGH/COX MOVES THAT** Students' Council, upon the recommendation of the Policy Committee, renew the Political Policy- tuition, Position of the Board of Governors, in first reading based upon the following principles;

the Students' Union shall campaign that attendance at the University of Alberta should be based on academic merit alone and not the financial status of a prospective or current student;

the Students' Union shall advocate to the Board of Governors that tuition be rolled back to a level based on what students can save, on average, in the summer month

the Students' Union shall not vote in favor of any increase in tuition.

Speakers List: Dollansky, Schultz, Fentiman, Dunn

**DUNN/ZEPP MOVED TO** amend the motion to strike the line that says the Students' Union shall not vote in favor of any increase in tuition

Speakers List: Eastham, Dollansky, Fentiman, Cox, Schultz, Singh, Trueblood, L'Abbe', Dunn, Mastel, Edwards, Zepp, Kustra, Lovstrom, Stitt

Point of Privilege: Dunn "pizza is here, could we pause to I can participate in my own amendment?"

Speaker "point not well taken"

**KUSTRA/EASTHAM MOVED TO** take a recess

**Motion: CARRIED**

**Called to order at: 7:15pm**

Point of Order: Eastham "how many speaking turns has Dunn taken?"

Speaker "point not well taken"

**EASTHAM MOVED TO** call a roll call vote

**Motion: CARRIED**

**SCHULTZ/TRUEBLOOD MOVED TO** refer this particular item to the Policy Committee

Speakers List: Singh, Dunn, Dollansky, Trueblood, Kustra

**Motion: CARRIED**

**2009-22/6c**

**EASTHAM/SINGH MOVES THAT** students' council, upon the recommendation of the Policy Committee, renew the Political Policy- tuition, in first reading based upon the following principles;

the University of Alberta Students Union advocate for a tuition policy that:

- Ensures that no student will ever be denied the opportunity to pursue postsecondary education because of their inability to pay;
- Provides long-term, sustained base operating funding for our universities that will be protected from negative changes in our government's financial situation;
- Protects tuition from increasing due to fluctuations in funding grants to the University from the government;
- Ensures tuition levels are predictable;
- Has as its primary indicator of affordability the ability of students to pay without having to accrue the burden of debt;
- Provides for the fact that tuition is only one of the costs of pursuing a postsecondary education; the University of Alberta Students' Union advocate that the Government of Alberta legislate a policy on tuition fees that:
  - Provides strict guidance to an institution's ability to set tuition, including annual and ultimate limits on the maximum amount of tuition fees that can be levied on students;
  - Requires post-secondary institutions to provide to the Board of Governors of the institution, the Auditor General of Alberta and the Minister of Advanced Education & Technology a detailed and verifiably transparent public plan on how additional tuition revenues will be spent.

**SINGH/MASTEL MOVED TO** table item 6c

**Motion: WITHDRAWN**

**EASTHAM WITHDREW** item 6c

**Automatic Recess at 8:30pm**

**Meeting called back to order at 8:45pm**

**2009-22/6d**

**DOLLANSKY/CHIN MOVES THAT** Students Council, on the recommendation of the Grant Allocation Committee approve bill #29 based on the following principle that the annual limit on the amount of the Access Fund budget that can be spent for administrative purposes shall be removed

Speakers List: Kustra, Dollansky, Trueblood

**Motion: CARRIED**

**2009-22/6e** **KUSTRA/DUNN MOVES THAT** Students' council, upon the recommendation of CAC, approve Bill #26 based on the following principle

1. The VP Operations and Finance be a mandatory standing member of the Budget and Finance Committee.

**Motion: CARRIED**

**2009-22/6f** **KUSTRA/MASTEL MOVES THAT** Students' council, upon the recommendation of CAC, approve Bill #27 based on the following principles

1. the VP Academic be a mandatory standing member of the Policy Committee
2. the VP External be a mandatory standing member of the Policy Committee

Speakers List: Dehod

**EASTHAM/MASTEL MOVES THAT** a third item be added stating that VP Student Life be a mandatory standing member of the Policy Committee

Speakers List: Dunn, Dehod, Eastham

**Motion: CARRIED**

**DUNN/KUSTRA MOVED TO** amend the motion to read:  
**KUSTRA/MASTEL MOVED THAT** Students' Council, upon the recommendation of CAC, approve Bill #27 based on the following principles

1. the VP Academic automatically be a standing member of the Policy Committee
2. the VP External automatically be a standing member of the Policy Committee
3. the VP Student Life automatically be a standing member of the Policy Committee

Speakers List: Dollansky

**Motion: FAILED**

**Main Motion: CARRIED**

**2009-22/6g** **DUNN/L'ABBE MOVED THAT** Students' council, upon the recommendation of CAC, approve Bill #28 based on the following principle

1. Members of the executive committee shall submit reports to council at each Council Meeting

Speakers List: Chin, Fentiman, Mastel, Ross, Dunn, Dollansky, Eastham, Kustra, Cox

**DUNN/KUSTRA MOVE TO** amend the motion to read:  
**DUNN/ MOVES THAT** Students' council, upon the recommendation of CAC, approve Bill #28 based on the following principle

1. Members of the executive committee shall submit reports to Council at each scheduled Council Meeting

**Motion: CARRIED**

**DUNN/SHAYER MOVE TO** amend the motion to read:  
**DUNN/ MOVES THAT** Students' Council, upon the recommendation of CAC, approve Bill #28 based on the following principle

1. Members of the executive committee shall submit reports to Council at each Council Meeting, excluding the General Manager

**Motion: FAILED**

**Wish to be noted:** Fentiman, Ross, Trueblood, Eastham, Dehod

**2009-22/6h**

**CHIN/FENTIMAN MOVED THAT** on the recommendation of the Budget and Finance Committee that Students' Council approve the 2010 - 2011 Budget Principles

Speakers List: Fentiman, Eastman, Kustra, Chin, Mastel

**MASTEL/WALLACE MOVE TO** postpone item 6h until the next Council Meeting

**Motion: CARRIED**

**YAMAGISHI MOVES TO** adjourn

**Motion: CARRIED**

**Meeting adjourned at 9:50pm**