

Bylaw 110:

Students' Council

- [BYLAW 110: STUDENTS' COUNCIL](#)
- [Regulation 110.01: Students' Council Seat Distribution](#)
- [Regulation 110.05: Executive and Board of Governors Replenishment](#)
- [Regulation 110.06: Students' Council Replenishment](#)
- [Regulation 110.08: Oath of Office](#)
- [Regulation 110.10: Speaker Selection](#)
- [Regulation 110.13: Attendance](#)
- [Regulation 110.14 Right to Attend Students' Council Meetings](#)
- [Regulation 110.15: Council Scholarship](#)
- [Regulation 110.16: Council Mentorship Program](#)
- [Regulation 110.17: Students' Council Social Media](#)
- [Regulation 110.18: KAIROS Blanket Exercise](#)
- [Regulation 110.19: Students' Council Initiative Fund](#)
- [Regulation 110.07: General Faculties Council Seat Distribution, Selection and Replenishment](#)

BYLAW 110: STUDENTS' COUNCIL

01. Composition of Students' Council

1. Students' Council is composed of;
 - a. The President of the Students' Union,
 - b. The four (4) Vice-Presidents of the Students' Union, and
 - c. The Undergraduate Board of Governors Representative elected under [Bylaw 320](#)
- a. The distribution of seats being determined using the following formula:
 - i. $(\text{Faculty Undergraduate Enrolment} / \text{Total Undergraduate Enrolment}) \times 10$
 - ii. The formula above shall be rounded up to the nearest whole number.
 - iii. Each faculty shall hold at least one (1) seat.
 - iv. See [Regulation 110.01 - Students' Council Seat Distribution](#) for the seat distribution schedule.
- a. The Speaker of Students' Council;
- b. The Chief Returning Officer; and
- c. The General Manager of the Students' Union.
 - a. Six (6) voting ex-officio seats consisting of;
 - b. Councilors, as voting members, elected under [Bylaw 320](#) with;
 - c. Three non-voting seats consisting of;
2. Each Councilor shall represent one and only one faculty at a time.
3. The Chief Returning Officer of the Students' Union shall determine the allocation of Councilors annually before January 1st and shall immediately table, with Students' Council, a report detailing the allocation of Councilors and the statistics used to reach that allocation. The current seat distribution formula (01.1.b) shall be included as reference. This finalized report shall be reflected in [Regulation 110.01 - Students' Council Seat Distribution](#).
4. Students' Council shall review the report in (3) and the allotment brackets in (01.1.b) annually.

02. Term of Office

1. Members of Students' Council elected in the spring elections shall serve from May 1st following the spring elections to April 30th of the following year.
 - a. The Installation Ceremony shall take place at the first scheduled meeting of the term.
 - b. Power shall be officially transferred from one year's Students' Council to the members-elect on May 1st.
2. Members of Students' Council elected in the fall by-election shall serve beginning immediately upon the ratification of the unofficial fall by-election results by Students' Council.
3. Members of Students' Council appointed via Vacancy Petition shall serve beginning immediately upon the accepted Vacancy Petition being tabled by the Speaker.
4. Any member of Students' Council wishing to resign must do so in writing to the Speaker with the Speaker tabling in Council any letters of resignation they receive during Speakers' Business.
5. A resignation takes effect immediately after being tabled in Students' Council by the Speaker.
6. Students' Council does not have the authority to remove any Councilor, except those Councilors in contravention of the Attendance requirements set out in Section 10 and the Eligibility requirements set out in Section 03.
 - a. Students' Council may impose suspensions on Councilors under [Regulation 100.02 - Student Governance Code of Conduct](#);
 - b. These suspensions shall not count against the attendance of a Councilor.
7. Any person who ceases to be a member of Students' Council shall be removed from any Students' Union office that is held as result of their position on Students' Council or of which their position on Students' Council is the result.
8. The Students' Union shall immediately recommend that any Councilor who ceases to be a member of Students' Council be removed from any office in any external organization that results from their position on Students' Council, or from any position from which they are removed as a consequence of (6) or (7).

03. Eligibility

1. For the duration of the term of office outlined in Section 02, every Councilor is required to be enrolled in the faculty they were nominated for and elected to.
2. All voting members of Students' Council are required to be members of the Students' Union during the Fall and Winter semesters.
3. Should a Councilor change faculties during their term of office, they are required to inform the Speaker of Students' Council forthwith and resign their council seat.
4. No person shall simultaneously hold more than one position on Students' Council.

04. Impeachment of President, a Vice President, or Undergraduate Board of Governors Representative

1. Students' Council has the authority to remove the President, a Vice President, or the Undergraduate Board of Governors Representative through a motion to impeach.
2. A motion to impeach the President, a Vice President, or the Undergraduate Board of Governors Representative must be made in good faith and only for one or more of the following reasons:
 - a. A significant breach or multiple breaches of Students' Union legislation, Students' Union Bylaw, or Political Policy. It is required that such contraventions be supported by DIE Board rulings;
 - b. Charges levied against the respondent for violation of the University of Alberta Code of Student Behavior, provincial law, or federal law;
 - c. Performing without the care, diligence and skill that a reasonably prudent person would exercise in comparable circumstances.
3. A motion to impeach must be submitted to the Speaker through a petition submitted by the appellant. The motion shall require signatures of at least one third of the voting members of Students' Council.
4. A motion to impeach shall require two (2) readings, where each reading requires a two thirds (2/3) majority of Students' Council to pass.
5. The second reading may not occur at the same Students' Council meeting as the first reading.
6. The respondent shall be informed of the allegations being levied against themselves, in writing by the Speaker, at least nine (9) business days before a motion to impeach can appear in first reading.
7. The first reading shall include a presentation where the respondents shall be given the opportunity to defend themselves, and the appellant shall be given the opportunity to present their case for impeachment.
8. All debate on a motion to impeach shall only occur in camera.
9. Once a motion to impeach has passed in first reading:
 - a. The President, or a Vice President is placed on a paid suspension. They shall be relieved of the responsibilities of their office as set out in [Bylaw 1100](#), and cannot act in any official capacity on behalf of the Students' Union.
 - b. Notwithstanding Section 9(a), the President, or a Vice President shall remain members of Students' Council until the motion to impeach is passed in second reading.
 - c. The Undergraduate Board of Governors Representative shall remain a member of Students' Council until the motion to impeach is passed in second reading.
10. Once a motion to impeach the President or a Vice President has passed in second reading, the office of the respondent shall immediately be declared vacant.
11. Once a motion to impeach the President or the Undergraduate Board of Governors Representative has passed in second reading, the Speaker shall:
 - a. Immediately contact both the University of Alberta Board of Governors and the Ministry of Advanced Education and Technology to notify them that the impeached individual is no longer recognized by the Students' Union; and
 - b. Request the Ministry of Advanced Education and Technology that the impeached individual be relieved from their responsibility as a member of the University of Alberta Board of Governors.

05. Executive and Board of Governors Replenishment

1. In the event of a vacancy in the office of President, Vice President, or Undergraduate Board of Governors Representative, the vacancy shall be filled in accordance with [Regulation 110.05 - Executive and Board of Governors Replenishment](#).

06. Students' Council Replenishment

1. In the event of a vacancy in Students' Council, the vacancy shall be filled in accordance with [Regulation 110.06 - Students' Council](#).

07. General Faculties Council Replenishment

1. In the event of a vacancy in the University of Alberta General Faculties Council, the vacancy shall be filled in accordance with Regulation 110.07: General Faculties Council Seat Distribution, Selection and Replenishment.

08. Introductory Meeting

1. The Order of Business for the Introductory Meeting of the incoming Students' Council will be:
 - a. Introduction to Students' Council;
 - b. Election of a Speaker; and
 - c. Approval of the Annual Meeting Schedule.
2. The Speaker shall convene and Chair the introductory meeting for members-elect on the first or second Tuesday in April in which;
 - a. The first meeting to occur on the first or second Tuesday in May;
 - b. And at least one meeting each scheduled on location at Augustana Campus and Campus Saint-Jean;
 - c. The ensuing year's Speaker of Students' Council is selected;
 - d. The composition of the ensuing year's committees have been established; and
 - e. The meeting schedule for the following year's Students' Council has been approved; with
3. Where the outgoing Speaker of Students' Council has re-applied, the President shall preside.

09. First Scheduled Meeting

1. The Order of Business for the First Scheduled Meeting of Students' Council will have the following Orders of the Day added to Speaker's Business:
 - a. Standing Committees;
 - b. Ad Hoc Committees; and
 - c. Operational Committees.
 - d. Installation Ceremony;
 - e. Inaugural Addresses of Executive Officers and the Undergraduate Board of Governors Representative;
 - f. Approval of Standing Orders;
 - g. Nominations to:
 - h. Students' Council Headshot and Group Photo
2. At the first regular meeting of each trimester and the first meeting immediately preceding a by-election, the Oath of Office outlined in [Regulation 110.08 - Oath of Office](#) shall be taken by all members of Students' Council.
3. At the first scheduled meeting of any year's Students' Council, all voting members of Students' Council shall be installed in a ceremony to be presided over by, in order of preference based on availability;
 - a. The outgoing Students' Union President;
 - b. The outgoing Speaker of Students' Council; or
 - c. The incoming Speaker of Students' Council.

10. Last Scheduled Meeting

1. The Order of Business for the Last Scheduled Meeting of Students' Council will have the following orders of the day added to Speaker's Business:

- a. The Gateway's Students' Council Awards Presentation, and
- b. Farewell Addresses of Executive Officers and the Undergraduate Board of Governors Representative.

11. Speaker of Students' Council

1. The Speaker shall be responsible for:
 - a. In April to confirm that members-elect elected in the spring elections are eligible to assume office as of May 1st,
 - b. In September, after the fall add/drop deadline, to confirm that Councilors remain eligible to continue serving into the Fall semester, and
 - c. In January, after the winter add/drop deadline, to confirm that Councilors remain eligible to continue serving into the Winter semester; plus
 - a. Chairing all meetings of Students' Council;
 - b. Budgetary and logistical needs of Students' Council;
 - c. Representing Students' Council before the DIE Board;
 - d. Reporting to Students' Council;
 - e. Reporting formal attendance requirements, as per Section 10 - Attendance Regulations.
 - f. Requesting an Eligibility Report from the Office of the Registrar via Executive Committee.
 - g. Overseeing complaints filed under the Student Governance Code of Conduct;
 - h. Any other duties as required by Students' Council.
2. The Students' Union President reports to the Speaker for all Students' Council business.
3. The Speaker may be dismissed with a two-thirds (2/3) vote of Students' Council.
4. The Chair of the Council Administration Committee shall be the Deputy Speaker and shall carry out the duties of the Speaker in their absence.
5. The Speaker shall be selected in accordance with [Regulation 110.10 - Speaker Selection](#).

12. Proxies

1. Councilors may, in extenuating circumstances to be approved by the Speaker, appoint a Students' Union member from the same faculty as the Councilor as a proxy to attend a Students' Council in their place provided a Notice of Appointment of a Proxy is sent to and accepted by the Speaker prior to the commencement of the meeting.
2. Notice of Appointment of a Proxy must consist of;
 - a. The name and faculty of the Councilor appointing the proxy,
 - b. The full name, legal or preferred, of the proxy being appointed, and
 - c. The date of the meeting in which the proxy shall be appointed.
3. Extenuating circumstances include but are not limited to sudden or unforeseen illness/serious injury to self or immediate family member.

13. Conduct of Meetings

1. Students' Council shall follow the Standing Orders set out in legislation.
2. Quorum of Students' Council is a majority of its current voting membership.
3. Where Students' Union legislation does not contradict it, Robert's Rules of Order shall be observed at all meetings of Students' Council.

14. Attendance

1. Councilors are expected to attend, or in extenuating circumstances, send a Proxy to meetings of Students' Council as a minimum expectation of holding office.
2. Councilors must maintain satisfactory attendance each trimester to remain a Councilor for the following term.
3. The process regarding attendance requirements is outlined in [Regulation 110.13 - Attendance](#).

15. Right to Attend Students' Council Meetings

1. Every member of the Students' Union is entitled to attend any meeting of Students' Council except the portions of any such meeting that occur in camera.
2. Students' Council may allow any person access to the in-camera portions of any meeting.

16. Students' Council Scholarship

1. Students' Council Scholarships are outlined in [Regulation 110.14 - Council Scholarship](#).

17. Students Council Mentorship Program

1. The participation in, administration of, and responsibilities for the Students' Council Mentorship Program and outlined in [Regulation 110.15 - Council Mentorship Program](#).

18. Students Council Social Media

1. Students' Council shall have a dedicated social media instagram account.
2. The goals of, administration of, and posting to a Students' Council social media instagram account are outlined in [Regulation 110.16 - Students' Council Social Media](#).

19. KAIROS Blanket Exercise

1. The Students' Union shall organize a KAIROS Blanket Exercise for all newly elected members of Students' Council.
2. The overview of, procedure for, and exemption from the KAIROS Blanket Exercise are outlined in [Regulation 110.17 - KAIROS Blanket Exercise](#).

Regulation 110.01: Students' Council Seat Distribution

Schedule Last Updated: Winter 2024

	Faculty Enrolment 23/24	Enrolment Fraction 23/24	Number of Seats 23/24
Agricultural, Life and Environmental Sciences	1,739	0.48	1
Arts	7,046	1.95	2
Augustana	910	0.25	1
Business	3,401	0.94	1
Education	2,877	0.80	1
Engineering	4,914	1.36	2
Faculté Saint-Jean	694	0.19	1
Faculty of Native Studies	183	0.05	1
Kinesiology, Sport & Recreation	1,395	0.39	1
Law	574	0.16	1
Medicine and Dentistry	1,096	0.30	1
Nursing	1,451	0.40	1
Open Studies	1,431	0.40	1
Pharmacy & Pharmaceutical Sciences	581	0.16	1
Science	7,794	2.16	3
Total	36,086	-	19

Total Undergraduate Students: 36,086

Students' Council Seats Available: 19

Sample Calculation for ALES

23/24 Faculty of ALES Enrollment: 1,739

23/24 Total Undergraduate Enrollment: 36,086

Enrollment Fraction = $1739/36086 = 0.048 = 4.8\%$

Enrollment Fraction x 10 = 0.47

We then round this value up to the next whole number, resulting in **1 seat** for ALES.

Regulation 110.05: Executive and Board of Governors Replenishment

01. Replenishment Process

1. Executive and Board of Governors Representative seats shall be filled in the following manner:
 - a. If the vacancy occurs during the period on or after May 1 and on or prior to September 1, Council shall appoint an individual to the position on an interim basis until the results of the by-election are announced in accordance with [Bylaw 320](#).
 - b. If the vacancy occurs in the period on or after September 1st, but on or before April 30th, Council shall appoint an individual to the position for the remainder of the position's elected term.
2. During the Council meeting on or immediately following the vacancy, Council shall move to create the Executive Nominee Selection Committee of four (4) members of Students' Council.
 - a. This committee shall only meet at the close of nominations, in the event that more than ten (10) applications are received, with the mandate of narrowing the pool of candidates to ten (10).
3. The business day immediately following the Students' Council meeting when the vacancy occurred, the CRO shall make applications for the vacant position available to the Students' Union membership.
 - a. The CRO shall produce nomination packages which shall contain, at minimum
 - i. Complete and current copies of [Bylaw 140](#) and [Bylaw 320](#); and
 - ii. Nomination papers soliciting the name, contact information, and student identification number of the proposed nominee, the position the nominee wishes to contest for Executive and Board of Governors elections, nominations papers soliciting the names, faculties, years, signatures, and student identification numbers of at least fifty (50) and at most one hundred (100) members as nominators.
 - iii. Valid nomination packages shall contain:
 - a. A signed acceptance of the nomination by the proposed nominee;
 - b. A signed letter from the proposed nominee's faculty confirming that the nominee is in good academic standing under University regulations; and
 - c. Papers soliciting the names, faculties, years, signatures, and student identification numbers of at least fifty (50) members identifying themselves as nominators.
 - b. Nominations shall be closed seven (7) days prior to the next Council meeting.
4. Selection of the candidate shall be made on the basis of interviews held during the next Council meeting following the close of nominations as well as any relevant information from the nomination package.
5. The appointment shall be made with respect to a vote by Council using a preferential ballot.
6. In the event of a vacancy in the office of Councilor, the Chief Returning Officer of the Students' Union shall offer the position to the candidate who would have been elected, had another Councilor been allocated to the resigning Councilor's faculty, during the last election before which nominations were open for that faculty.
7. Notwithstanding (2), no person shall be offered a Councilor position who:
 - a. Has already vacated a Councilor position since the last election before which nominations were open for the faculty in question; or
 - b. Has already declined appointment to a Councilor position since the last election before which nominations were open for the faculty in question; or
 - c. Is a member of Students' Council.
8. The process for replenishment of Councilor 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.

9. In the event that vacancies exist after the Winter Council Election, the process outlined in [Bylaw 320](#) shall be used.
10. Students' Council does not have the authority to appoint any Councilor.
11. 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.

Regulation 110.06: Students' Council

Replenishment

01. Students' Council Temporary Vacancy Replenishment

1. In the event of a Councilor vacancy immediately following the general election period for Students' Council, there shall be a temporary vacancy replenishment.
2. The CRO shall create a Vacancy Petition form for all faculties with vacancies and disseminate the form broadly, including to the Faculty Association that holds the vacancy.
3. The Vacancy Petition form, to be filled out by the candidate, shall include:
 - a. The name, e-mail, faculty, and ID number of the candidate seeking to fill the vacancy;
 - b. A signed acceptance of the petition by the candidate;
 - c. A signed letter from their home faculty confirming that the candidate is in good academic standing under University regulations;
 - d. A list of nominators including the names, faculties, years, signatures, and student identification numbers;
 - e. A copy of Regulation [110.06](#); and
 - f. A link to the Vacancy Petition webpage.
 - g. A 500 word expression of interest for why they want to be on Students' Council.
4. For the petition to be declared valid, the candidate must collect a minimum of 10 signatures.
5. The Vacancy Petition form for Open Studies students shall include all requirements mentioned in (3) but shall not include the requirements in (4).
6. Councilors appointed under this section shall hold office until the by-election unless they leave their position before the by-election.

02. Students' Council Permanent Vacancy Replenishment

1. In the event of a Councilor vacancy immediately following the by-election period for Students' Council, there shall be a permanent vacancy replenishment.
2. The CRO shall create a Vacancy Petition form for all faculties with vacancies and disseminate the form broadly, including to the Faculty Association that holds the vacancy.
3. The Vacancy Petition form, to be filled out by the candidate, shall include:
 - a. The name, e-mail, faculty, and ID number of the candidate seeking to fill the vacancy;
 - b. A signed acceptance of the petition by the candidate;
 - c. A signed letter from their home faculty confirming that the candidate is in good academic standing under University regulations;
 - d. A list of nominators including the names, faculties, years, signatures, and student identification numbers;
 - e. A copy of Regulation [110.06](#); and
 - f. A link to the Vacancy Petition webpage.
 - g. A 500 word expression of interest for why they want to be on Students' Council.
4. For the petition to be declared valid, the candidate must collect a minimum of 10 signatures.
5. The Vacancy Petition form for Open Studies students shall include all requirements mentioned in (3) but shall not include the requirements in (4).

03. Vacancy Replenishment Submission

1. The completed Vacancy Petitions in Sections 01 and 02 shall be submitted to the CRO or UASU Governance Team.
2. The first valid Vacancy Petition submitted for a given faculty will trigger a seven (7) day period after which no other petitions will be received per vacant seat.
3. If no other valid Vacancy Petitions are received within the seven (7) day period, the successful candidate shall be declared a Councilor for the vacant seat for the remainder of that term.

4. If two or more candidates submit valid Vacancy Petitions for the same seat during the seven (7) day period, the candidate with the most signatures at the end of this period shall be the winner.
5. Any candidate shall be allowed to retrieve their petition during the seven (7) day waiting period to collect more signatures, so long as the final petition is re-submitted by 5:00pm on the last business day prior to the deadline.
6. In the event of a tie in the number of signatures, the CRO shall determine the winner by flipping a coin or other random-chance tie-breaking method in the presence of the DRO or a member of the UASU Governance Team.
7. Individuals that are ineligible to submit Vacancy Petitions include:
 - a. Any member of Students' Council; or
 - b. The Speaker of Students' Council; or
 - c. The CRO or DRO; or
 - d. Any student who ran during the previous general election or by-election and lost to none of the above; or
 - e. any student who has previously used this mechanism in the last 365 days.

04. Vacancy Replenishment Timeline

1. For temporary replenishment under Section 01, vacancy petitions will open from the first business day following the Students' Council General Election to five (5) days before the Fall By-Election of the same year.
2. For permanent replenishment under section 02, vacancy petitions will be open from the first business day following the fall by-election to February 1 of the subsequent year.
3. The UASU Governance Team, with the assistance of the CRO, shall create and maintain a Vacancy Petition webpage to list the current status of all vacant Students' Council seats.
 - a. The link to this webpage shall be included in the Vacancy Petition package; and
 - b. This webpage shall be maintained with regular updates, deadlines and other relevant information; and
 - c. At a minimum, the number of packages submitted in each faculty shall be updated daily during the seven (7) day deadline period.

Regulation 110.08: Oath of Office

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.

Regulation 110.10: Speaker Selection

01. Process for Speaker Selection

1. Each member of Students' Council will be provided with a cover letter and resume of each candidate for Speaker.
2. The entirety of the interview process should be held in Closed Session.
3. The President of the Students' Union shall be the presiding member when the outgoing Speaker is running for re-election.
4. The presiding member shall ask each candidate to give a brief speech not to exceed two minutes.
5. The presiding member shall allow questions to be put to the candidates from the members of Students' Council.
6. The vote shall be by secret ballot and will be in the style of the Executive and Board of Governors Elections.
7. Students' Council shall recess while the presiding member counts the vote.
8. The presiding member shall announce the results of the election to Students' Council.
9. The outgoing Speaker shall remain acting for the duration of the meeting while the incoming Speaker observes for the remainder of the meeting.

Regulation 110.13: Attendance

01. Attendance Percentage

1. Formal attendance percentages shall be calculated for each Councilor at the end of every trimester by the Speaker, and be provided as an information item to Students' Council.
 - a. A leave of absence for elections shall not be accounted into the attendance percentage.
 - b. The Introductory Meeting of Students' Council, occurring prior to a Councilor's official term begins, shall not be included in attendance regulations.

02. Unsatisfactory Attendance

1. Where a Councilor has unsatisfactory attendance at the end of the trimester, they shall be declared in contravention of this Bylaw and automatically removed as a Councilor.
2. This shall only apply at the end of the Spring/Summer and Fall trimesters.
3. The contravening Councilor shall be able to appeal their removal to the DIE Board within three (3) business days of their removal, based on extenuating circumstances at the Board's discretion, including those listed below:
 - a. Personal circumstances including medical, emotional, mental, or family emergencies; or
 - b. Academic program requirements, where evidence of mandatory evening or overnight commitments is provided confirming conflict with meeting these attendance requirements; or
 - c. Other circumstances deemed reasonable, at the discretion of DIE Board.
4. Unreliable proxies or Councilor-Designates shall not be considered a reasonable excuse for appeal, unless DIE Board deems there were extenuating circumstances.
5. During the appeal proceedings, the Speaker shall attend the hearing to provide the official attendance record and field any questions of the Board.
6. Should the DIE Board approve the appeal of the contravening Councilor, that Councilor shall be re-appointed immediately.
7. The contravening Councilor's seat shall not be replenished until the three (3) day appeal period has passed or the subsequent appeals process has been exhausted.
8. The Speaker shall present and e-mail these regulations at the first meeting of Students' Council each trimester.

Regulation 110.14 Right to Attend Students' Council Meetings

1. The Speaker of the meeting may expel any person, including a member of the Council, from a meeting for improper or disruptive conduct.

Regulation 110.15: Council Scholarship

01. Overview

1. Two Council Scholarships, to be administered by Students' Council, shall be offered each trimester. Each award shall consist of:
 - a. A certificate signed by the Speaker of Students' Council and the President of the University of Alberta Students' Union, and
 - b. A monetary award which shall be equal to the University of Alberta fee index value multiplied by nine (9) as denoted in the Calendar for that academic year.

02. Criteria

3. Members of Students' Council nominated for a Council Scholarship are expected to
 - a. represent their constituents' opinions and concerns in Students' Council matters;
4. serve as an ambassador of Students' Council in the campus community and attempt to further empower students;
5. have excellent attendance; and
6. be active on committees.

03. Nominations

2. Members of Students' Council must be nominated by a fellow voting member of Students' Council, with the nomination containing three to five additional supporting signatures from other voting members of Students' Council. Self-nominations are not allowed.
3. Nominators must submit a brief justification, no more than one page in length, as to why the member of Students' Council deserves to be nominated.
4. Nominations must be presented to the Speaker by the end of the second last Students' Council meeting of each trimester.
5. Eligibility: All current voting members of Students' Council shall be eligible to submit nominations. There shall be no limit to the number of nominations a member may submit throughout the year.
6. All current voting members of Students' Council shall be eligible to receive a scholarship, except for members of the Executive Committee. There shall be no limit to the number of times a member of Students' Council may be nominated and/or receive a scholarship throughout the year.

04. Selection

1. The Speaker shall provide to each member of Students' Council the names of each nominee and a copy of all nomination forms.
2. Selection of scholarship winners for the preceding trimester shall take place at the final meeting of Students' Council each trimester. There shall be no debate. At the meeting a secret ballot vote shall be held, open to all voting members of Students' Council. The vote shall take place by preferential ballot and shall follow the balloting procedures used in the selection of a committee chair.

Regulation 110.16: Council Mentorship Program

01. 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.

02. Administration

1. The Council Administration Committee shall be responsible for the implementation of this program.
2. A call for mentors shall be held in the summer.
3. The mentors shall be provided with a training session and materials before the commencement of the program in the Fall.
4. This program shall be advertised in the Fall and Winter term, and the recruitment of mentees shall begin at the beginning of the semesters.
5. Mentors and mentees shall be given questionnaires regarding their knowledge of expertise and interests with the program.
6. Pairings: Mentees shall be paired with mentors with similar corresponding answers to the questionnaire.
7. A mixer shall be organized by the Council Administration Committee, or delegated to another party.

03. Mentor Responsibilities

1. After being paired with a mentee, the mentor shall be responsible for:
 - a. Establishing contact with the mentee and setting expectations for the mentorship
 - b. Informing the program leads if unable to carry out the responsibilities to the mentee,
 - c. Attending scheduled meetings of Students' Council and chosen committees with the mentee,
 - d. Familiarizing the mentee with the role and proceedings of Students' Council, and
 - e. Meet with the mentee on a regular scheduled basis
2. Monthly check-ins shall be conducted by program leads.
3. Replenishment recruitment shall occur in the Winter semester.

Regulation 110.17: Students' Council Social Media

01. Goals

1. To increase undergraduate student awareness of Students' Council, in addition to increasing Councilor participation.
2. To facilitate discussion between Councilors and students, including Faculty Associations, student groups, etc.
3. To increase undergraduate student awareness of Students' Council by providing students with quick updates on Students' Council.

02. Administration

1. Students' Council social media accounts shall be administered by the Social Media Sub-Committee.

03. Posting

1. Guidelines regarding the posting of any content on any Students' Council social media account can be found on the Social Media Sub-Committee Terms of References.

Regulation 110.18: KAIROS Blanket Exercise

01. Overview

1. Students' Council's Council Administration Committee (CAC) shall schedule a Kairos Blanket exercise for all newly elected members of Students' Council after the General Election.
 - a. This exercise, outside of extenuating circumstances inhibiting the ability to host events in person, shall take place before the end of the spring summer trimester.
 - b. Should a Councilor be unable to attend, they will be subject to Section 03 - Exemption from the Kairos Blanket Exercise.

02. Procedure

1. The procedure for hosting a Kairos Blanket Exercise after the Fall By-election is as follows:
 1. At the second CAC meeting after the By-Election a discussion shall be held to determine if the number of new members is large enough to warrant an additional blanket exercise.
 2. If the number of new members is deemed too small to warrant an additional exercise they shall be subject to Section 03 - Exemption from the Kairos Blanket Exercise.
 3. Should the number of new members be deemed large enough to warrant an additional exercise then an exercise must take place prior to the add/drop deadline of the winter semester.

03. Exemption from the Kairos Blanket Exercise

1. Due to an inability to attend the scheduled exercise
 - a. Members of council unable to attend will then count towards the total number of new members when the decision is made to schedule a Blanket Exercise after the fall By-Election.
2. Due to an amount of new members deemed too small to warrant an additional exercise
 - a. New members of council will be provided with the online gov camp module on Indigenous history and culture.
3. Due having attended an exercise in a previous term
 - a. The UASU Students' Council firmly believes in lifelong learning and encourages all Councilors to actively participate in educational opportunities as provided in their role.
4. As a self identified Indigenous student.
 - a. The UASU Students' Council understands the additional labour required of Indigenous students and due to that, all exercises of settler education on Indigenous issues for Councilors is optional for Indigenous students.

Regulation 110.19: Students' Council Initiative Fund

01. Purpose

1. This Regulation is established to administer the disbursement, administration, and oversight of the Students' Council Initiative Fund.
2. This Regulation, in conjunction with the Fund, is intended to enable Council to implement projects or activities that support its mandate while acting as a responsible trustee of student resources.

02. Funding Types

1. Funding shall be disbursed as Major and Minor Expense Proposals.
2. Minor Expense Proposals include any request for pre-expense funding up to \$1000 or reimbursement up to \$500.
3. Major Expense Proposals include any request for pre-expense funding greater than \$1000 or reimbursement over \$500.

03. Delegation of Authority

1. The Council Administration Committee shall have the delegated authority to approve Minor and Major Expense Proposals in accordance with their Standing Orders.
 - a. Any approval of a Minor or Major Expense Proposal shall be conditioned on the demonstration of proof of expenses or expenditures in a manner to be determined by the Council Administration Committee.
2. The Council Administration Committee shall create and maintain a standardized proposal form.

04. Council Notification and Oversight

1. The Council Administration Committee shall advise Students' Council of any approved Minor or Major Expense Proposal at the next scheduled meeting of Students' Council.
2. The Council Administration Committee shall, on request by the Chair of the Audit Committee, furnish the Audit Committee with all documentation related to any approved Minor or Major Expense Proposal.

Regulation 110.07: General Faculties Council Seat Distribution, Selection and Replenishment

01. Allocation Seats

1. Prior to each Winter Council Election the Chief Returning Officer shall determine the apportionment of the additional appointed elected undergraduate General Faculties Council seats by Faculty.
2. The apportionment shall be calculated using the following formula:
 - a. $(\text{Faculty Undergraduate Enrolment} \div \text{Total Undergraduate Enrolment}) \times \text{total number of additional appointed elected undergraduate seats}$
3. Apportionment results shall be rounded using standard rounding rules.
4. Each Faculty shall receive no fewer than one (1) seat.
5. Students' Council may deem any unfilled designated seat or reserved seat established under this Regulation to be vacant.
 - a. A seat deemed vacant under this subsection shall be filled in accordance with the vacancy appointment process set out in Section 04 of this Regulation.

02. Reserved Seats for Indigenous and International Representation

1. Two (2) undergraduate General Faculties Council seats may be reserved for the purposes of Indigenous and international student representation.
2. Prior to the Winter Council Election:
 - a. The Indigenous Students' Union may appoint an undergraduate student delegate to a reserved Indigenous representation seat on the General Faculties Council.
 - b. The International Students' Association may appoint an undergraduate student delegate to a reserved international student representation seat on the General Faculties Council.
3. An appointment under subsection (2):
 - a. Must be communicated to the Chief Returning Officer by email by March 1st preceding the upcoming Winter Council Election;
 - b. Must identify the Faculty in which the appointee is enrolled; and
 - c. Must be ratified by Students' Council at their next meeting following the Chief Returning Officer receiving communication of the appointment.
4. Where an appointment under subsection (2) is ratified:
 - a. The Faculty in which the appointee is enrolled shall have its allocated General Faculties Council seats reduced by one (1) for the purposes of the Winter Council Election; and
 - b. The appointee shall be deemed to be a General Faculties Council representative of that Faculty.
5. A seat reduced under subsection (4) shall not be made available for contest during the Winter Council Election.
6. Any delegate appointed under this section:
 - a. Must be an undergraduate student;
 - b. Must be in a Faculty that has at least three student seats; and
 - c. Shall hold office until the end of the year's General Faculties Council term to which they are appointed, as described in Bylaw 100, unless they leave their position before then.

7. Where the Indigenous Students' Union or the International Students' Association does not appoint an individual under subsection (2) by March 1st, or where an appointment is not ratified by Students' Council:
 - a. A seat shall not be reserved in the coming Winter Council election.

03. Faculty Association Designated Seats

1. Notwithstanding any other provision of this Regulation Students' Council may designate specific undergraduate General Faculties Council seats to be held by officers of Faculty Associations.
2. A designated Faculty Association seat:
 - a. Shall be counted within the additional appointed elected undergraduate General Faculties Council seats; and
 - b. Shall be drawn from the total number of seats allocated to that Faculty under this Regulation.
3. The following Faculty Association designated seats are established:
 - a. Faculty of Science
 - i. One (1) seat shall be designated to the President of the Interdepartmental Science Students' Society.
 - b. Additional designated seats may be added here by amendment.
4. A Faculty Association designated seat:
 - a. Shall not be made available for contest during the Winter Council Election; and
 - b. Shall be filled by the designated individual as outlined in (3) following ratification by Students' Council after the Chief Returning Officer receives notification of the relevant Faculty Association's election results.
5. The designated individual shall hold the seat from July 1st of their contemporaneous term until the following June 30th, unless they leave their seat before, in alignment with the term of office in Bylaw 100.
6. In the event the designated individual notifies the Chief Returning Officer that they choose to reject their ex-officio appointment, the seat shall be considered vacant.

04. Vacancy Appointment Process for Undergraduate Appointed General Faculties Council Seats

1. A vacancy in an undergraduate General Faculties Council seat exists when:
 - a. A representative resigns;
 - b. A representative ceases to be eligible to hold the position;
 - c. A representative is removed in accordance with Students' Union and General Faculties Council authority; or
 - d. A seat is deemed vacant under this Regulation.
2. Undergraduate appointed General Faculties Council vacant seats shall be filled through General Faculties Council Vacancy Petitions, herein referred to as GFC Vacancy Petitions.
3. Where a vacancy exists following the conclusion of the Winter Council Election and prior to October 1 of the term year:
 - a. The vacancy may be filled through a GFC Vacancy Petition submitted by any undergraduate student eligible to hold the seat under this Regulation; and
 - b. The individual appointed shall serve for the remainder of the term as outlined in Bylaw 100.
4. Where a vacancy continues or begins to exist on or after October 1 of the term year:
 - a. The vacancy shall be opened to be filled through Vacancy Petition by any undergraduate student enrolled in the College to which the Faculty holding the vacant seat belongs; and

- b. The College eligibility requirement applies notwithstanding any Faculty based allocation under this Regulation.
5. No Vacancy Petition shall be considered for a seat that remains subject to a reserved or designated appointment process unless:
 - a. The relevant appointing body has declined or failed to fill the seat within a reasonable period; or
 - b. Students' Council has declared the seat vacant.
6. All appointments made under this section:
 - a. Must be undergraduate students;
 - b. Shall serve for the remainder of the term of office; and
 - c. Require ratification by Students' Council.
7. The Chief Returning Officer shall create a GFC Vacancy Petition form for all vacant seats and disseminate the form broadly, including to the Faculty Association that holds the vacancy.
 - a. The Vacancy Petition form, to be filled out by the candidate, shall include:
 - i. The name, e-mail, faculty, and ID number of the candidate seeking to fill the vacancy;
 - ii. A signed acceptance of the petition by the candidate;
 - iii. A signed letter from their home faculty confirming that the candidate is in good academic standing under University regulations;
 - iv. A list of nominators including the names, faculties, years, signatures, and student identification numbers;
 - v. A copy of Regulation 110.07; and
 - vi. A link to the Vacancy Petition webpage.
 - b. For the petition to be declared valid, the candidate must collect a minimum of 10 signatures.
 - c. The GFC Vacancy Petition form for Open Studies students shall include all requirements mentioned in (7.a) but shall not include the requirements in (7.b).
8. Completed GFC Vacancy Petitions in Sections 04.7 shall be submitted electronically to the Chief Returning Officer or UASU Governance Team, triggering the following process
 - a. The first valid GFC Vacancy Petition submitted for a given faculty will trigger a seven (7) day period after which no other petitions will be received per vacant seat.
 - b. If no other valid GFC Vacancy Petitions are received within the seven (7) day period, the successful candidate shall be declared a GFC appointed undergraduate representative for the vacant seat for the remainder of that term.
 - c. If two or more candidates submit valid Vacancy Petitions for the same seat during the seven (7) day period, the candidate with the most signatures at the end of this period shall be the winner.
 - d. Any candidate shall be allowed to retrieve their petition during the seven (7) day waiting period to collect more signatures, so long as the final petition is re-submitted by 5:00pm on the last business day prior to the deadline.
 - e. In the event of a tie in the number of signatures, the CRO shall determine the winner by flipping a coin or other random-chance tie-breaking method in the presence of a Deputy Returning Officer or a member of the UASU Governance Team.
 - f. Individuals that are ineligible to submit GFC Vacancy Petitions include:
 - i. Any member of General Faculties Council
 - ii. The Chief Returning Officer or Deputy Returning Officer; or
 - iii. Any student who ran during the previous general election lost to none of the above; or

- iv. any student who has previously used this mechanism in the last 365 days.
9. The UASU Governance Team, with the assistance of the Chief Returning Officer, shall create and maintain a Vacancy Petition webpage to list the current status of all vacant appointed undergraduate General Faculties Council seats.
- a. The link to this webpage shall be included in the GFC Vacancy Petition package; and
 - b. This webpage shall be maintained with regular updates, deadlines and other relevant information; and
 - c. At a minimum, the number of packages submitted in each faculty shall be updated daily during the seven (7) day deadline period.