

Tuesday, October 6, 2020
6:00PM
Zoom

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

ORDER PAPER (SC-2020-13)

- 2020-13/1 SPEAKERS BUSINESS
- 2020-13/1a Announcements - The next meeting of Students' Council will take place on **Tuesday, October, 20 2020 at 6:00PM** via Zoom.
- 2020-13/2 PRESENTATIONS
- 2020-13/3 EXECUTIVE COMMITTEE REPORT
- 2020-13/4 BOARD AND COMMITTEE REPORT
- 2020-13/5 OPEN FORUM
- 2020-13/6 QUESTION PERIOD
- 2020-13/7 BOARD AND COMMITTEE BUSINESS
- 2020-13/7a **AGARWAL MOVES TO** recognize the International Students' Association (ISA) as a Student Representative Association under Bylaw 8100.

See SC-2020-13.07
- 2020-13/7b **KIDD MOVES TO** appoint a Councillor to The Landing's LGBTQ+ Advisory Committee.

See SC-2020-13.08
- 2020-13/7c **MONTEIRO/BRANDWEIN MOVES TO** ratify the appointment of Malijha Moyan to the Student At Large Position on the Aboriginal Relations and Reconciliation Committee.

See SC-2020-13.09
- 2020-13/7d **AGARWAL MOVES TO** create the Governance Restructuring Task Force

(GRTF), which is to be an Ad-hoc Committee of Students' Council, with a mandate to expire at 11:59 PM on April 30, 2021.

See SC-2020-13.10

2020-13/7e **AGARWAL MOVES TO** appoint four (4) members of Students' Council to the Governance Restructuring Task Force (GRTF).

See SC-2020-13.11

2020-13/8 GENERAL ORDERS

2020-13/9 INFORMATION ITEMS

2020-13/9a Executive Committee Reports

See SC-2020-13.01-05

2020-13/9b Board of Governors Report

See SC-2020-13.06

2020-13/9b Council Submissions.

See SC-2020-13.07-11

2020-13/9c Students' Council - Motion Tracking

See SC-2020-13.12

2020-13/9d Students' Council - Attendance

See SC-2020-13.13

2020-13/9e Students' Council, Votes and Proceedings (SC-2020-12) Tuesday, September 29, 2020

See SC-2020-13.14

Date: October 06, 2020
To: Students' Union Council
Re: President 2020/21 Report #12

Dear Council,

Time is flying by quite fast and things are getting exciting, big changes are happening, and it's important more than ever to represent our constituents in the midst of these happenings.

Here is a summary of what I've been up to over the last two weeks:

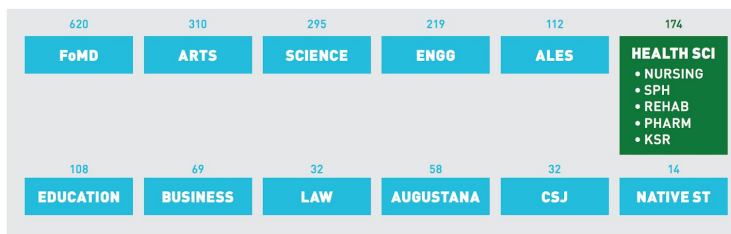
Academic Restructuring

The Academic Restructuring Working Group (ARWG) of which I am a member, and have been reporting on over the summer, released the public document with the proposed models. The [Interim Report of the Academic Restructuring Working Group](#) consists of detailed description of the restructuring process, consultation, data, comparator analysis, among others, as well as the three models currently on the table. Attached are the three models (A, B, C) take from the report:

Scenario A – Health Sciences Consolidation

In this scenario, most current faculties would remain unchanged, while the Health Sciences faculties, with exception of Medicine and Dentistry would be consolidated into schools within a single faculty.

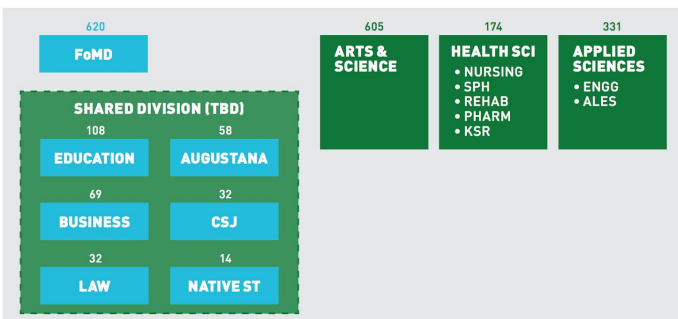
FIGURE 18 HEALTH SCIENCES SCENARIO



Scenario C – Consolidation and Shared Division

This scenario presents a hybrid division model. Faculties are consolidated with discipline-specific schools where there is academic synergy for doing so (Arts and Science, Applied Science, Health Sciences) and a shared division brings administrative economies of scale to the remaining smaller faculties. Medicine and Dentistry remains intact, given its significant size as is.

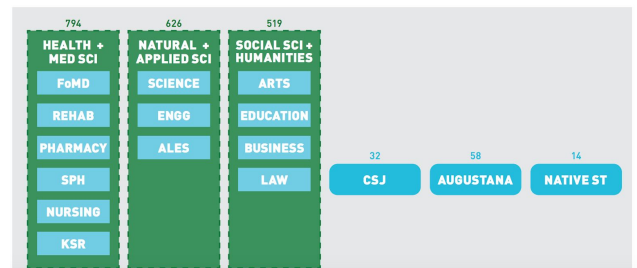
FIGURE 21 CONSOLIDATION PLUS SHARED DIVISION SCENARIO



Scenario B – Tri-Agency Alignment

In this scenario, most current faculties would be consolidated into three divisions, broadly along tri-agency lines. Current faculties would continue to be called faculties and would retain ownership of programs, teaching, and research, while the divisions would provide overall strategic direction and administrative services, recruit and supervise faculty leaders, and set faculty budgets. Campus Saint-Jean, Augustana, and Native Studies would remain outside this structure as stand-alone faculties, retaining academic and administrative autonomy.

FIGURE 19 TRI-AGENCY ALIGNMENT SCENARIO



- I presented the models to the Students' Council, as well as the Council of Faculty Associations and am consistently taking feedback back to the ARWG.
- I continue to encourage you as Councillors to get feedback from your constituents and relay them to me so I can bring the concerns to the ARWG.

Board Finance Property Committee (BFPC)

- As UASU President, I sit on the Board of Governors as well as two subcommittees, of which BFPC is one of them. At this meeting we discussed a number of financial items in closed, as well as in open
- This was the first BFPC meeting Bill Flanagan attended as UofA President and the last meeting of VP Finance, Gitta
- Discussion around the annual review of key budget factors

Academic Planning Committee

- Steve presented on the Academic Restructuring Working Group Interim Report, while having an in depth discussion around scenarios and concerns

External Advocacy

- Between VP Ley and myself we met with about six MLAs pushing for important advocacy priorities from tuition, PSE funding models, campus sexual violence to providing supports for students during a pandemic
- CAUS advocacy is continuing to be exceptional this year, with complete goals, plans for a fall campaign around PSE importance, and the recent hiring of the Indigenous Research position

GFC Member Orientation

- I was invited to present on effective consultation and communication at the GFC orientation session where I presented to new and old GFC members alike

International Students' Association

- I was invited to present to the ISA board about the Students' Union
- I was pleased to present on the Students' Union, it's advocacy, services, businesses and the scope of the organization

Orange Shirt Day

- The Executives were proud to support Orange Shirt day to educate and raise awareness about the residential school system that existed in Canada which only ended in 1996. The shirts are but a symbol of greater need for work to be done and we are committed to working with and uplifting Indigenous voices.



Governance Restructuring Task Force (GRTF)

- At the last regularly scheduled Council meeting I presented on the GRTF which is to be an ad-hoc committee of Council. The GRTF will develop recommendations for structural changes to governance models at the University of Alberta Students' Union (UASU) and will further identify the strategies and processes for implementing the recommendations.
- I have been working on the Standing Orders along with the Executive team, with feedback from Council at the last meeting, and I am excited to be leading this process to create the best structures possible

My office hours are by appointment, and I am happy to meet in person safely on campus if you are comfortable. Email me at president@uasu.ca and I would love to buy you a coffee from Daily Grind!

Yours Sincerely,



Joel Agarwal

University of Alberta Students' Union President

Joel Agarwal, President

2-900 SUB | 780 492 4241 | president@uasu.ca

Date: 06/10/2020

To: Students' Union Council

Re: Vice President Academic 2020/21 Report #12

Dear Council,

It's been a busy time since we've last met! Below you'll find a snapshot of what i've been working on as well as a deep dive on one of my ongoing projects!

Snapshot

Be Book Smart Fair Filming

Last week I filmed 3 sessions for the Be Book Smart Fair! They are all being edited as we speak to include captions to increase accessibility. In these sessions I interviewed Michael McNally about how to talk to your profs about OERs, I talked with Hailey Babb and Nicole Allen about Open Education Advocacy provincially and globally, and I talked with Michelle Brailey, Sarah Polkinghorne, and Lauren Stieglitz about how to leverage existing services at the U of A to save money on textbooks. Overall I think these went great and the long form discussions were very interesting!

Program Support team

The Program Support team met. There we discussed some possible upcoming program changes for the FoMD, CSJ and Augustana. This committee does not vote on program changes but rather only acts as a consultative body. Alongside those items I presented on the Protections and Recourse for Students on WIL and Experiential Learning project for early consultation.

GFC

The General Faculties Council met on Monday to discuss Academic Restructuring for the first out of 3 meetings prior to voting on a proposal. Alongside those discussions GFC approved the usage of the DET for scoring english language proficiency, passed a motion recommending that the BoG route the SET initiative through GFC for discussion and provide all pertinent information to GFC, and ratified the appointment of two new undergraduate GFC representatives!

Meeting with Tammy Hopper

Had my monthly meeting with Vice-Provost Programs Tammy Hopper. Here we discussed the ongoing Protections and Recourse project as well as some ongoing discussions around calendar changes regarding assessment both in online courses and once we return to campus.

Meeting with John Nychka

Had my monthly meeting with Vice-Provost Learning Initiatives John Nychka. Here we discussed the ongoing Protections and Recourse, also had discussions around calendar changes regarding assessment in online and in person courses and had a discussion about how to better achieve value within a university education and what that value is.

David Draper, Vice President Academic

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Faces of CSL interview

I was interviewed for the Many Faces of CSL blog. This was quite fun! Im taking a CSL certificate and have very much enjoyed my experience as of yet. This also provided a great opportunity to talk about the Protection and Recourse project.

Academic Restructuring Town Hall

A town hall was had on the 30th regarding Academic Restructuring. Over 2000 people were in attendance with roughly 50% of them being Non Academic Staff.

Committee on the Learning Environment

CLE met for the first time of the semester on the 30th. There we discussed the pivot to online education, and how to better legislate within the calendar to ensure best practices. The director of the Center for Teaching and Learning, the Vice President IST, and the Vice Provost Libraries all provided updates on their work for the semester. Myself and VP Kidd presented on Protections and Recourse, capping off the first round of Early consultation at GFC, and finally a robust discussion was had about how to strengthen student assessment of instructors and provide areas for meaningful feedback and teaching assessment.

Project Deep Dive**Faculty Association Consultation on Academic Restructuring**

Since the release of the Interim report of the ARWG I have been working to consult with and gather feedback from all of the Faculty Associations. Currently I'm in the process of meeting 1-1 with all of the Faculty Association Presidents! Thursday, Joel gave a presentation surrounding Academic restructuring to gather feedback from the CoFA senior board. Alongside the above, we have also officially booked a meeting for October where President Flanagan, Provost Steve Dew, and Rob Munro (the executive director of UAT) will present to the CoFA joint board for consultation on Academic Restructuring. The consultation pathways stated above are just one part of an overall plan, however I felt as though Council would be interested in hearing the work directly with Faculty Associations.

Remember, never hesitate to reach out to me if you have any questions, comments, or concerns.

David Draper*David Draper*

University of Alberta Students' Union Vice President Academic

Date: 10/06/20
To: Students' Union Council
Re: Vice President External 2020/21 Report 10/06/20

Dear Council,

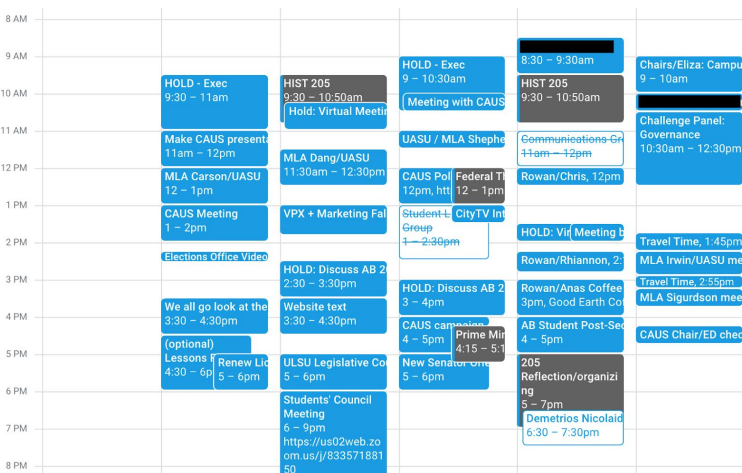
This report will be quite short as I have been on vacation all week. I have had most of my work chats and emails muted until Monday. If I didn't get back to you about something last week, please give me a couple days to sort through the backlog.

MLA Meetings

Joel and I have had a series of excellent meetings with Edmonton-area MLAs, where we have had the chance to discuss campus sexual violence, childcare, financial aid, institutional funding, the University of Alberta for Tomorrow, and Alberta 2030. Our conversations have been productive and I am looking forward to working with these MLAs and others throughout the year.

A Week in the Life

What is a work week like for an exec? In case you've ever wondered, check out my calendar from the week before last here. A typical meeting requires about as much time for prep and follow-up as it does for the event itself, and of course there is all kinds of random unscheduled stuff happening that fills the gaps up pretty quick.



Sincerely,



University of Alberta Students' Union Vice President External
Rowan Ley

Rowan Ley, Vice President External

2-900 SUB | 780 492 4241 | vp.external@su.ualberta.ca

Date: 10/06/2020

To: Students' Union Council

Re: Vice President Operations & Finance 2020/21 Report #12

Dear Council,

Hello again! It hasn't been long since we've seen each other, but I've still missed you. It's hard to believe I'm saying this, but I hope your midterm prep is going well! Where did September go? My NS 201 midterm is this week, and in usual fashion I will share something I have been learning. I spend a lot of time thinking about food, so I will tell you about pemmican and its role in the fur trade.

Pemmican is a nutrient-rich food which is made of bison fat, dried meat, and berries, and contains around 2000-3000 calories per pound! It was made by many Indigenous nations during the fur trade, especially First Nations of the plains, such as the Blackfoot. Pemmican (literally) fuelled the fur trade in the Athabasca region. The Pemmican Proclamation of 1814 was issued by Selkirk Governor Miles McDonnell in an effort to ban the export of pemmican. This did not go over well with the Métis producers who were, at the time, economically dependent on their ability to trade pemmican.

Sustainability & Capital Fund Committee

I have been busy doing lots of work with the SCF Committee. We now have a planning and goals document that outlines the work that this committee needs to accomplish this year, in order to get SCF's operations fully off the ground. This is a unique year for the committee, as all of our processes must be carefully considered and written out to set up SCF processes for long term success. We are being very considerate of our adjudication and assessment guidelines, by creating supplementary documents that will guide this (and future) SCF committee's understanding of its criteria. This will ensure a fair and meaningful application process, which will in turn ensure that students' money is funding projects that students will find valuable.

Stride Launch!

As many of you know, Stride is the UASU's campaign school that supports women and non-binary students in their governance journeys. Some of you may know that it is a major reason why I am here today. I remember walking into the Stride orientation, with no clue why I had signed up. The growth and friendships that emerged from that program have been non-stop to this day, and I am forever grateful for this program's incredible work on our campus. The launch "party" was held recently, and it was a privilege to be involved as a panelist. I encourage you to visit uasu.ca/stride to find out more about the program. All the best to this year's Striders!

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

All the best,

Alana Krahn

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

Alana Krahn, Vice President Operations & Finance

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Date: 1/10/2020

To: Students' Union Council

Re: Vice President Student Life 2020/21 Report #12

Hello council!

Hope you are all doing well and have been doing well through the beginning of midterm season. I believe in you all!!

Health Update

As some of you know, I was unable to attend council last week. Unfortunately, I have been diagnosed with strep throat and mono. While I will recover from strep in the next few days, the mono will take much longer. For those of you who don't know mono can take months to go away. The primary symptom is exhaustion and I need to rest a lot. I should be back to my normal self by December. I do ask for patience in the meantime.

Council Engagement Opportunities

I have three informal opportunities for you all! The first is helping Simran and I translate her excellent sexual violence resource manual into various other languages. It is currently in English and being translated in Punjabi. The second opportunity is working with me and other volunteers to update <http://uasucare.su.ualberta.ca/en/> resources. This would be checking to make sure the resources are updated and providing new cultural and faith inclusive resources. The third opportunity is to work on the Students' Council social media presence. We currently have a facebook page that has some content but I think this could be expanded. It could also expand onto other platforms. All opportunities are best done as a team, so please whatsapp or email me if you would like to be involved!

Period Poverty Update

We officially have our first dispenser! VP Krahn and I are extremely excited with this development. We are so thankful for the student group SIHA for helping us get this dispenser. We will be installing soon and I will keep you all updated when it is up! Beyond that we are still working on new fundraising opportunities.

Social Media Update:

President Agarwal and I filmed a two part tik tok about Academic Restructuring. It explained the three different scenarios outlined in the report and answered frequently asked questions from students. We reached a large audience with the videos receiving

16,488 views between Tik Tok and Instagram. As you can imagine, we are pretty excited about this engagement.

Campus Sexual Violence Updates

VP Draper and I attended the GFC Committee on the Learning Environment to present about sexual violence on experiential learning semesters. The presentation went great and I was pleased with everyone's feedback to the presentation. This concludes the initial pre consultation and now we will be working on changes to the policy. On Monday, I will be giving a presentation to the Joint Advisory Committee on Sexual Violence. The presentation will be focusing on recent developments and the student perspective on sexual violence. I have also signed up to take the Alberta Association of Sexual Assault Services Online First Responder Training. Within my role, I have had quite a few disclosures made to me. While I do have some training in disclosures, this was never specific to sexual violence. I am really excited for this opportunity to ensure I am responding in a way best for survivors.

Survey about Sexual Violence on Experiential Learning

The survey about sexual violence on experiential learning will be launching this month. This was one of my campaign goals and as an education student is quite important to me. I am really thankful to our research department and all the executives, especially VP Draper, for all their help on this topic.

Empower Me

An update to my last council letter. On October 20th, council will have a presentation from Dr. Elizabeth Cawley, the director of national mental health strategy from Studentcare. This will be focusing on the Empower Me program and meeting students mental health needs.

Feel free to message me if you want to meet up to discuss anything! I always appreciate getting the opportunity to meet with you all. I'm always free to listen!

Cheers,

Katie Kidd

University of Alberta Students' Union Vice President Student Life

Date: 10/05/2020

To: Students' Union Council

Re: BoG Rep 2020/2021 Report 10 - **Academic Restructuring Consultations & an Apology**

Dear Council,

Meetings

1. **BGC:** some open sessions this last Wednesday morning were the year's workplan which centred around a lot of standardized administrative things, and how board events will be handled differently with COVID.
2. **ASA:** I got to meet the new executives last Friday and we discussed academic restructuring: concerns centred around losing value by being labelled an affiliate college which may diminish the rich community and breadth of available courses, some of which are combined into unique majors that are not available on North Campus.
 - a. An additional issue was a lack of staff-driven international student initiatives; I need to look at UAlberta's EDI strategy to see how and if international student engagement is involved there or if it needs to be expressed to the appropriate parties.
 - b. Lastly, I will attend their council meetings post-elections to stay informed of their concerns. I put together a [living platform progress document](#) for tracking as well, to consolidate and clarify Augusta needs. I will replicate this for ASC and CSJ.
3. **ASC:** Beth Blanchette, Vaughn Beaulieu-Mercredi and I met Wednesday to discuss Indigenous representation on BoG which they expressed would be better done by an Indigenous professor, or other kind of staff member at UAlberta, than a student because of the board's environment, a professor's ability to handle that kind of discourse and the currently limited nature of Indigenous student involvement in governance.
 - a. To stay up to date with ASC, I will intermittently meet with their executive team.
4. **Speaking on Sensitive Issues:** Katie Kidd and I discussed how I relate to other people on Council when speaking on emotionally-charged topics and she provided some critical context about the ISA initiative and sexual violence conversation that I did not have.
Firstly, I apologize for making people feel unheard, emotionally policed or that their experiences are invalid. I want Council to be a welcoming space for everyone because I believe diversity strengthens us. I commit to not making these mistakes by doing the following: having Katie screen especially sensitive topic discussion points (as well as using my intuition), only sharing solutions-oriented answers in solutions-oriented

discussions (as opposed to discussions for emotional sharing) and utilizing the sandwich feedback method¹ when contributing to conversations about sensitive issues².

Projects

1. **ISA Representation:** Daniel Eggert, BLRSEC chair, and I decided he and Chanpreet could meet about next steps over a phone call, potentially followed by a written ISA report to BLRSEC's Nov. 20th meeting.

Thanks for reading!



University of Alberta Undergraduate Board of Governors Representative
Dave Konrad

¹ Positive acknowledgement of other perspectives followed by my perspective followed by positive acknowledgement of other perspectives.

² As an additional reassurance, I have training in healthy communication from the past 4 years and will continue to learn. Example are 2 years in a leadership development school, professional development retreats, books like The Coddling of the American Mind, environmental and Indigenous activism, my degree that specializes in interpersonal relationships and self-education through TEDtalks often the same as or similar to those in the GovCamp module on allyship.

2020-21 - Council Submissions

UASU Students' Council Agenda Submission

Council Meeting Date	Tuesday, September 22, 2020
Mover	AGARWAL
Email	president@uasu.ca
Action Requested	Approval

Approval

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

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

Attachments



Bylaw.pdf



ISA Constitution.pdf



ISA SRA Submission.pdf



**University of Alberta
International Students' Association**

Bylaws

ISA

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ISA

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

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

1. Definitions:

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

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

2. Composition of the Graduate Council:

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

3. Appointment

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

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

4. Resignation

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

5. Impeachment

- a. An ISA Board graduate member can be impeached by a formal motion submitted by any member of the graduate Council.
 - 1. This motion requires a substantive majority in the graduate council.
- b. Undergraduate council have the right to initiate the impeachment of a graduate

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

6. Structure of Meetings

- a. The Order of Business for the Council shall be:
 - 1. Call to Order;
 - 2. Introduction;
 - a. Approval of Agenda, and
 - b. Approval of Minutes.
 - 3. Motions;
 - 4. Discussion;
 - 5. Presentations;
 - 6. Executive Reports; and,
 - a. President;
 - b. Graduate Chancellor;
 - c. Vice President Academic;
 - d. Vice President Communications;
 - e. Vice President External;
 - f. Vice President Finance;
 - g. Vice President Graduate Affairs;
 - h. Vice President Internal;
 - i. Vice President Student life;
 - 7. Adjournment
- b. The Council meetings shall be held at a minimum frequency of once per month during the academic year, with June, July, and August as possible exceptions.
- c. During the first council meeting of the year, the council shall define the calendar for all future council meetings for the year.

- d. The ISA Board may call for meetings with a prior notice of 24 hours in the event of an emergency.
- e. Council meetings will be of three hours with first hour for undergrad council, second hour as a joint council meeting, and third hour for grad council.
- f. The Council meetings shall be open to the public except in-camera sessions.
- g. Individuals or groups may be invited to give a presentation about an issue of interest to the ISA during council meetings.
- h. The required quorum for council meetings is at least 50% of the voting council members.
- i. Joint ISA-G and ISA-U council meetings can be called by the board.
- j. A motion requires a simple majority to pass unless this requirement is raised by the provisions mentioned in the constitution/bylaws for specific types of motions.

7. Council Meeting Conduct

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

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

8. Rights and Duties of Council Members

- a. Duties and Rights of the Chancellor
1. The Chancellor is the spokesperson of the Council.
 2. Act as the chair of the Council.
 3. Represent the Council in the ISA Board meetings.
 4. Every decision of the Council requires the signature of the Chancellor sign to become a legislature.
 5. Motions shall be submitted to the Chancellor.
 6. The Chancellor can exercise every power needed to implement a

motion passed by the Council, with or without the support of the ISA Board.

7. Ensure that the constitution/Bylaws of the ISA are followed and safeguard the very spirit of the ISA.
8. Moderate the discussions in the Council and maintain the Council procedures.
9. The Chancellor has the right to change the Order of Business if needed upon the request of a council member.
10. Any member of the council can be asked to leave the council meeting by the Chancellor if the respective member is stopping the council from operating or interfering in the council procedures.
11. The Chancellor has the right to demand the Council's approval on any decision being made by the ISA Board, that the chancellor determines as an important decision.

b. Rights of the directly elected graduate Council members:

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

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

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

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

e. Rights of General Members:

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

9. Power share and conflicts

a. Conflicts in Legislatures:

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

10. Committees

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

11. Attendance

- a. If a council member does not attend three consecutive council meetings, it shall be considered as their resignation;
- b. Only members with a 100% attendance rate for a year of their tenure will be featured on the ISA website;
- c. The vacant positions due to a lack of attendance shall be filled as per this bylaw.

12. No force or effect

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

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

1. Definitions:

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

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

2. Composition of the Undergraduate Council:

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

3. Appointment

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

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

4. Resignation

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

- c. If the Chancellor resigns, elections within the council will be held for the position.

5. Impeachment

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

6. Structure of Meetings

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

- a. Approval of Agenda, and
 - b. Approval of Minutes.
- 5. Motions;
- 6. Discussion; and
- 7. Adjournment
- b. The Council meetings shall be held at a minimum frequency of once per month during the academic year, with June, July, and August as possible exceptions.
- c. During the first council meeting of the year, the council shall define the calendar for all future council meetings for the year.
- d. The ISA Board may call for meetings with a prior notice of 24 hours in the event of an emergency.
- e. Council meetings will be of three hours with first hour for undergrad council, second hour as a joint council meeting, and third hour for grad council.
- f. The Council meetings shall be open to the public except in-camera sessions.
- g. Individuals or groups may be invited to give a presentation about an issue of interest to the ISA during council meetings.
- h. The required quorum for council meetings is at least 50% of the voting council members.
- i. Joint ISA-G and ISA-U council meetings can be called by the board, but no voting can take place in joint meetings.
- j. A motion requires a simple majority to pass unless this requirement is raised by the provisions mentioned in the constitution/bylaws for specific types of motions.

7. Council Meeting Conduct

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

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

8. Rights and Duties of Council Members

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

2. Honorary members with title of an ISA Advisor shall have all rights of the board members except voting right in a board meeting.
- e. Rights of General Members:
 1. Right to attend the Council meetings.
 2. Right to speak/present in the Council.
 3. Right to information as per bylaw 500.

9. Power share and conflicts

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

10. Committees

- a. The Council has the right to form and deform committees.
- b. The council have right to delegates its rights/powers to the committees or regional student groups.
- c. Standing Council Committee
 1. Chaired by the SGO-G.
 2. Act as the internal working body of the Council;
 3. All motions and requests need to be submitted to Standing Council Committee;

4. The Standing Council Committee shall provide its suggestions on the conflict in legislatures with explanations about the intentions of the legislature.
5. Responsible for organizing/managing the council meetings.

11. Attendance

- a. If a council member does not attend three consecutive council meetings, it shall be considered as their resignation;
- b. Only members with a 100% attendance rate for a year of their tenure will be featured on the ISA website;
- c. The vacant positions due to a lack of attendance shall be filled as per this bylaw.

12. No force or effect

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

ISA

Bylaw 300 – A Bylaw respecting ISA Board

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

1. Definition

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

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

2. Composition of ISA Board

- a. The ISA Board comprises of following elected members:
 1. the President (undergraduate);
 2. the Graduate Chancellor (graduate);
 3. the Undergraduate Chancellor (undergraduate);
 4. the Vice President Academic (graduate);
 5. the Vice President Communications (undergraduate);
 6. the Vice President External (undergraduate);
 7. the Vice President Finance (undergraduate);
 8. the Vice President Graduate Affairs (graduate);
 9. the Vice President Internal (undergraduate);
 10. the Vice President Student Life (undergraduate);
- b. The ISA Board comprises of following support members:
 1. Student Governance officer Graduate (SGO-G);
 2. Student Governance officer Undergraduate (SGO-U);
 3. Manager.
- c. The elected board seats are reserved as graduate and undergraduate seats for respective graduate council or/and undergraduate council to elect as per Article 3. The composition is not changeable by any councils, board or referendum.
- d. Joint candidates will exercise their rights as per the mechanism selected from Bylaw 300 during the time of elections.
- e. The quorum for the board meetings is a minimum of four (4) undergraduate board members and one (1) graduate board member;
- f. Decision in board meeting are made based on consensus of all the elected members.
 1. If the Board is not able to make a decision on basis on consensus, then President, Graduate Chancellor and Undergraduate Chancellor can unanimously ask the board to vote and make the decision.

3. Appointment

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

4. Resignation

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

5. Impeachment

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

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

6. Structure of Meetings

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

7. ISA Board Rights

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

3. Right to delegate their rights to a general member for a maximum of one Board meeting;
4. Right to information; and,
5. Right to request for an emergency Board meeting.
6. If a Board member cannot attend a meeting in person, they may attend via an audio or video communications software. If this is not possible, they may designate a proxy or interim active board member.
 - a. Elected Board members need to vote to make any general member as interim active board member.
 - b. Proxy do not need board approval and shall be considered as guests in the board meeting with no rights of elected board members.
 - c. Interim active board members can be removed from its position at any time by real board member.
 - d. Interim active board member will have all the rights in absence of the real board member.
 - e. If the interim active board member is for more than a period of one month then council that elect for that position need to vote on appointment of interim active board member.
7. The Chancellors have the right to demand the Council's approval on any decision that the Chancellors determines as an important decision affecting the political standing of ISA or advocacy policy.
8. The Board have complete autonomy in the framework of the departments.
 - a. Right to create and remove director/coordinator positions to assist the Board members.
 - b. The respective Executive shall decide the responsibilities of the positions under their respective department.
 - c. Board can appoint, dismiss or transfer the director/coordinators in their respective departments.

b. Rights and Duties of the ISA Board:

1. Review the membership of a member in a bad standing and decide at its discretion;
 - a. The conditions mentioned in bylaw 500 will lead to a member in bad standing.
 - b. The Board is allowed to impeach the members in a bad standing.
2. The ISA Board may call Council meetings with a prior notice of 24 hours in the event of an emergency;
3. The ISA shall have seven departments, one for each Executive for their assistance. The councillors shall fill the positions in these departments as directors or coordinators;
 - a. Internal Department shall suggest candidates for each

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

8. ISA Board Commitment to the Council

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

9. Attendance

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

10. No force or effect

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

Bylaw 400 - A Bylaw respecting Elections

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

1. Definitions

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

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

2. Eligibility for the councillor position

- a. Be a general member; and,
 - i. Graduate general members can stand for graduate council member positions.
 - ii. Undergraduate general members can stand for undergraduate council member positions.
- b. A complete nomination package shall be submitted before the deadline.

3. Election Process for Councillor Position

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

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

- a. Chancellors are elected in February council meeting and shall take office on the May 1.
- b. Graduate councillors can nominate themselves for the graduate chancellor position;
- c. Undergraduate councillors can nominate themselves for the undergraduate chancellor position;
- d. Every nominated councillor will give a speech in their respective council;
- e. Council Members of the respective council will vote to elect their respective chancellor;
- f. Graduate Candidate with a maximum number of votes in ISA-G is elected as Graduate Chancellor;

- g. Undergraduate Candidate with a maximum number of votes in ISA-U is elected as Undergraduate Chancellor; and,
- h. Each council elects its chancellors, independently.

5. Elections for the ISA Board:

- a. Board is elected in the February council meeting and switch take place on May 1.
- b. Graduate councillors can nominate themselves for the graduate board positions;
- c. Undergraduate councillors can nominate themselves for the undergraduate board positions;
- d. Every nominated councillor will give a speech/presentation in the join council meeting;
- e. Council Members of the respective council will vote to elect their respective representative for the respective board position;
- f. Joint Candidates:
 - 1. Shall declare joint partners at the time of self-nomination in the council and select one of the following ways they intend to work if elected:
 - a. Split terms with mutual understanding and exercise solo authority during their term, with no interference in each other's terms.
 - 1. Splitting of the terms shall clearly mention the dates of each candidate's term over a complete one-year joint tenure;
 - 2. The office can be switched multiple times.
 - b. Hold office jointly throughout the one-year tenure with a single vote and stay abstain in case of conflicts over an issue.
 - c. When one of the candidates is exercising a complete authority over the one-year term with the right to switch with the other candidate at any time of the tenure:
 - 1. The main candidate can decide to never switch leading to second candidate never getting office;
 - 2. The switch date can be declared anytime during the tenure;
 - 3. The office can be switched only once.
 - 2. The selected mechanism cannot be changed after self-nominating.
 - 3. The candidates will contest elections as a single candidate by,
 - a. Making a joint platform and joint posters.
- g. Transition Period:
 - 1. The newly elected candidates cannot exercise any executive powers until May 1;
 - 2. The existing Executives are responsible for the transition process and the training of the newly elected executives.
 - a. Existing executives can modify transition guides by adding

more information but cannot remove anything from transition guides without approval from honorary advisors of ISA.

h. Executive Switch

1. The Chancellors shall jointly oversee the switch and ensure that all assets are transferred properly, and the previous Executives are relieved of their duties permanently on May 1;
2. Newly elected Executives shall be given the executive rights on May 1;
3. Bears Den shall be re-registered, and the new Executives shall be introduced to the SU, GSA and UAI;
4. The Email accounts shall be handed to the new Executives along with bank account authority transfer.

6. Appointments

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

7. Duties and Rights of C.R.O

- a. Duties of the C.R.O
 1. The C.R.O. (Chief Returning Officer) shall oversee the organization, logistics, promotion and execution of the elections, as well as the distribution of the necessary information to all the candidates.
 2. The C.R.O. and any appointed D.R.O. must be impartial and shall not endorse or promote any candidate.
 3. The C.R.O shall make all the deadlines and election dates public prior to the election period.
 4. The candidates who qualify for a council position as per this bylaw can submit a nomination package.
 5. The C.R.O shall declare the election results and the election data to the public on election results' announcement date.
 6. The C.R.O shall report to the board about the election progress and

take approvals on necessary decisions by the board.

- b. Rights of the C.R.O
 1. The C.R.O has the right to delegate their rights to the D.R.O.
 2. The C.R.O shall decide the date for the elections and the duration of campaigning.
 3. The C.R.O shall make the rules of elections and have final say on interpretation of the bylaw 300.
 4. The C.R.O has the right to disqualify any candidate if the election rules are violated by the candidate.
 - a. Disqualification can be challenged in the respective Council and shall be effective only after the respective Council's vote.
 5. The C.R.O can exercise the rights of a council member in both the councils without voting right.

8. Election Procedure and rules for the Councils Elections.

- a. Election Procedure
 1. The C.R.O shall take their position on January 5.
 2. The C.R.O shall declare dates for the following:
 - a. Submission of nomination packages.
 - b. Declaration of the candidates.
 - c. Duration and rules of campaigning.
 - d. Elections and Results.
 3. Election Time Frame:
 - a. The C.R.O is appointed in December;
 - b. The council's elections shall take place in January;
 - c. The switch of the members of the councils will be in the January Council meeting.
 4. The C.R.O shall be handed the details of all ISA: social media, email accounts, website, etc with their ids and passwords.
 5. Results are declared on same day of the elections.
- b. The C.R.O is in charge of using social media/ mailing lists to promote elections and announce the election results.
- c. The boards decision shall always prevail over the C.R.O's decision and all decisions made by the C.R.O can be challenged in the board.
- d. If less than or equal number of candidates are standing for elections compared to the number of seats available in each council, then the candidates are declared winners without elections.
 1. The candidate will be declared winner immediately after the nomination form submission deadline.
- e. Election data made public shall not consist of names, email addresses or personal information of the voters.
- f. Complaints and Rulings
 1. Complaints during the election process shall be sent to the C.R.O. not more than 48 hours from the moment the potential

- contravention happened;
- 2. The C.R.O. shall call for a hearing between the parties involved, to take place not more than 24 hours after the complaint was received.
- 3. The C.R.O. shall decide on the case at the end of the hearing and communicate the results to the parties involved, in the following 12 hours.
- g. Non-contested/Vacant positions shall be filled at discretion of the respective council.
- h. Referendums
 - 1. They will be considered as individuals and all election rules will be applicable accordingly.
 - a. A single individual can officially contest as a candidate for the referendum 'for' or 'against' the side. A preference shall be given to the individual who proposed the referendum.
- i. Election Rules:
 - 1. The candidates cannot use any external organizations' direct or indirect support in elections;
 - 2. No mass mailing is allowed;
 - 3. Use of social media in any manner is permitted without paid advertisements;
 - 4. The ISA's social media platforms will present all candidates in a fair and equal manner;
 - 5. No foul language or accusation based on insufficient facts shall be tolerated;
 - 6. Use of money in elections advertisements by candidates is not allowed;
 - 7. Asking for votes based on religion, origin and ethnicity is not allowed;
 - 8. The candidates cannot contest for more than one position;
 - 9. The candidates cannot favour or stand against any referendum.

9. No force or effect

- a. Any decision of the ISA's Councils/board that conflicts with the federal or provincial statute, common law, or traditional law and/or practices is of no force or effect.
 - b. Any decision that violates the constitution or the bylaws, is of no force or effect.
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Bylaw 500 - A Bylaw respecting Membership

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

1. Definitions

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

2. Membership Classifications

Following are the membership categories in ISA:

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

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

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

3. Membership Standing

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

4. ISA's Commitments to its general members

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

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

5. ISA's inclusivity Policy

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

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

6. No force or effect

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

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

1. Definitions

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

2. Classification

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

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

3. Confidentiality policy

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

4. Right to information

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

5. Contracts and Agreements

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

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

6. No force or effect

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



Bylaw 700 - A Bylaw respecting Finance

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

1. Definitions

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

2. Fiscal Year

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

3. Budgets

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

4. Expenses and Reimbursements

- a. The Vice President Finance and the President must approve all expenses under ISA's name prior to an exchange of any funds.
- b. Any expenses above \$100 CAD shall be approved by simple majority of the ISA Board.
- c. The changes to the budget allocation above a \$1000 CAD require the Council's approval.
- d. The President and the Vice President Finance have the authority to sign on all cheques and account transactions of the ISA.

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

5. Reporting

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

6. Sponsorship and Marketing services

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

7. No force or effect

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

Bylaw 800 - A Bylaw respecting Communication Policy

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

1. Definitions

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

2. Internal Communication

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

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

3. External Communication

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

- j. ISA Board members will not interfere directly or indirectly in elections of any external organization in official capacity.
 - 1. President cannot interfere in personal capacity also.
 - 2. Exceptions can be made by the councils.

4. Social Media Policy

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

5. No force or effect

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



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

Preamble

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

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

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

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

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Definition and Interpretation of the Constitution

This document uses the definitions outlined below:

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

Article 1. Name and Purpose

Section 1.01 Name

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

Section 1.02 Compliance

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

Section 1.03 Objectives and Goals

The ISA shall operate for:

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

Article 2. Membership and Eligibility

Section 2.01 Classes of Membership:

Following are the membership categories in ISA:

- (i) General Member:
 - a. Every graduate and undergraduate international student studying at the University of Alberta and paying the international students' differential fee is a general member of the ISA by default.

- (ii) Graduate General Member:
 - a) Every graduate international student studying at the University of Alberta and paying the international students' differential fee is a graduate general member of the ISA by default.

- (iii) Undergraduate General Member:
 - a) Every undergraduate international student studying at the University of Alberta and paying the international students' differential fee is an undergraduate general member of the ISA by default.

- (i) Council Member:
 - a) A general member with a membership of the ISA-G or ISA-U and paying the international differential fee is considered as a council member of ISA-G or ISA-U and is known as a councillor; and,
 - b) Elected as per Article 3.

- (ii) Graduate Council Member:
 - a) A general member with a membership of the ISA-G and paying the international differential fee is considered as a council member of ISA-G and is known as a graduate councillor; and,
 - b) Elected as per Article 3.

- (iii) Undergraduate Council Member:
 - a) A general member with a membership of the ISA-U and paying the international differential fee is considered as a council member of the ISA-U and is known as an undergraduate councillor, and; and,
 - b) Elected as per Article 3.

- (iv) ISA Board Member:
 - a) A graduate or undergraduate councillor elected to hold a board position;
 - b) Cannot hold an executive position in any representative student association; and,
 - c) Considered a member of the ISA Board.

- (v) ISA Graduate Board Member:
 - d) A graduate councillor elected to hold a graduate board position;

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

(vi) ISA Undergraduate Board Members:

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

(vii) Honorary Members:

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

Section 2.02 Membership Standing

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

Section 2.03 Process for Expulsion and Impeachment of Members and Executives

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

Article 3. Elections

Section 3.01 Eligibility for the councillor position

- (i) Be a general member; and,
 - (a) Graduate general members can stand for graduate council member positions.
 - (b) Undergraduate general members can stand for undergraduate council member positions.
- (ii) Fill the completed nomination form within the deadline.

Section 3.02 Election Process for Councillor Position

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

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

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

Section 3.04 Elections for ISA Board Membership:

- (i) Graduate councillors can nominate themselves for the graduate board positions;
- (ii) Undergraduate councillors can nominate themselves for the undergraduate board positions;
- (iii) Every nominated councillor will give a speech/presentation in the join council meeting;
- (iv) Council Members of the respective council will vote to elect their respective representative for the respective board position;
- (v) Internal Department shall suggest candidates for each vacant departmental position; and,

- (a) Vice President of each department will accept/decline the suggested candidate for the appointment.

Section 3.05 Election Office

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

Section 3.06 By-elections and vacancy

- (i) An ISA Board member can be impeached by a formal motion submitted by any member of the Council.
 - a) This motion requires a substantive majority in the council that elects for that particular board position.
- (ii) In the case of joint candidates, it is possible to impeach a single candidate.
 - a) If one candidate is impeached, the other candidate gets the sole control of the executive position for the rest of their tenure irrespective of the position sharing mechanism selected during elections.
- (iii) The process of filling an ISA Board's vacant position shall be as follows,
 - a) The councillors can propose their intention to fill the vacant position to the ISA Board.
 - b) The ISA Board shall nominate candidates for the vacant position.
 - c) The Council shall vote for the nominated candidate to fill the position.
- (iv) A councillor can be impeached by a formal motion, which must be submitted by a member of the Council;
 - a) A simple majority is required to impeach a councillor.
 - b) The board can suggest a general member for a councillor position, and the council can vote to give the councillorship.
- (v) The representatives and delegates cannot be impeached by the Council.
- (vi) If the Chancellor is impeached, elections within the council will be held for the position.

Section 3.07 Complaints and Rulings

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

Section 3.08 Referendum by a member

- (i) A referendum can be initiated by any member of the ISA with a signed petition by a minimum of fifty distinct international students.
 - a) Acceptable methods:
 - 1) Paper signs;
 - 2) Google form signs.
 - (ii) Submit an intention for holding a referendum in ISA Council Elections to the Standing Council Committee.
 - (iii) The referendum for the splitting of ISA shall be disqualified and not considered.
 - (iv) Give a presentation in the Councils.
 - (v) Get a subsequent majority in the Councils,
 - 1) Councils shall classify a referendum as an undergraduate referendum, graduate referendum, or ISA referendum; and,
 - a) The undergraduate referendum only allows undergraduate general members to vote and affect only ISA-U.
 - b) The graduate referendum only allows graduate general members to vote and affect only ISA-G.
 - c) ISA referendum allows all general members to vote and affect the entire ISA.
 - 2) Councils shall decide on the voting membership for the referendum.
 - (vi) The referendum is added as a “yes” or “no” question for the next ISA Council Elections.
 - (vii) If a referendum is passed with a quorum of 100 eligible voting general members it is treated as an important legislative requirement, needed to be implemented in three months after elections by the Councils and the ISA Board.
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Article 4. Organizational Structure

Section 4.01 Type of Organizational Structure

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

Section 4.02 ISA Registration

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

Section 4.03 Power share and conflicts

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

Section 4.04 The Judiciary

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

ISA

Article 5. ISA Board

Section 5.01 ISA Board Structure

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

Section 5.02 Duties of the elected ISA Board members:

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

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

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

(ii) Graduate Chancellor (Graduate)

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

(iii) Undergraduate Chancellor (Undergraduate)

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

(iv) Vice President Academic (Graduate)

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

(v) Vice President Communication (Undergraduate)

- a) Responsible for developing and implementing communications goals and strategies for the ISA;
- b) Design posters and make advertisement strategies for ISA;

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

(vi) Vice President External (Undergraduate)

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

(vii) Vice President of Finance (Undergraduate)

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

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

(viii) Vice President of Graduate Affairs (Graduate)

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

(ix) Vice President Internal (Undergraduate)

- a) Interview general members and propose candidates to the ISA Board for councillorship;
- b) Organize Membership boosting booths;
- c) Oversee all volunteers at various ISA events or meetings;
- d) Book meeting rooms and venues for ISA meetings;
- e) Effectively communicate and arrange meetings of ISA to all members eligible to attend the respective meeting;
- f) Safeguard members rights as per the ISA's constitution;
- g) Raise members' issues at the ISA Board meetings;
- h) Develop members engagement activities and fill vacant positions in the ISA;
- i) Interview candidates and propose vacant positions in executive departments to them, and;
- j) Support the President on efficiently communicating with the rest of the executive committee, the council and the ISA's members.

(x) Vice President of Student Life (Undergraduate)

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

Section 5.03 Duties of the ISA Board support members

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

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

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

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

(iii) Manager

- a) Manage the affairs of the ISA Board;
 - b) Assistant to the President;
 - c) Present board decisions to the council;
 - d) Manage all the meetings of ISA Board;
 - e) Responsible for overlooking the work of all members of the board and reporting to the President, and;
 - f) Manage Bearsden.
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Article 6. Meetings

Section 6.01 ISA Board Meetings

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

Section 6.02 Structure of the Graduate and Undergraduate Council Meetings

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

Section 6.03 The Council's Decision- Making Process

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



Article 7. Finances

Section 7.01 Fiscal Timelines

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

Section 7.02 Budgets

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

Section 7.03 Sponsorship and Marketing services

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

Section 7.04 Expenses and Reimbursements

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

Section 7.05 Reporting

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

- a) The board needs to be informed about every transaction approved by the President or VP Finance within one week of the transaction.
 - b) Bank Account Statement will be shown to Board every month.
 - (ii) VP finance is responsible for informing the Council every semester about the financial standing of the association; and,
 - (iii) VP Finance is responsible to report ISA's finances to the Students' Union within one month from the end of every trimester.
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Article 8. Amendments

Section 8.01 Amendments

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

ISA

Article 9. Dissolution

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

Section 9.01 Call to Dissolution

- a) The ISA shall be dissolved according to the dissolution process outlined in this article, if n interest is shown to continue the ISA’s activities. A lack of interest shall be assumed if either of the following conditions are met:
 - a. the C.R.O. does not receive any nominations during the nomination period for the executive elections;
 - b. the ISA membership falls below 10 members.

Section 9.02 Dissolution Process

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

Section 9.03 Dissolution

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



University of Alberta

INTERNATIONAL STUDENTS' ASSOCIATION



University of Alberta International Students' Association (UAISA)

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



University of Alberta

INTERNATIONAL STUDENTS' ASSOCIATION

Message from the President

Greetings!

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

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

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

Best Regards,
Chanpreet Singh
President of the UAISA 2020-2021



INTERNATIONAL STUDENTS' ASSOCIATION

Introduction

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

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

The ISA strongly favours student involvement and, in an effort to strengthen the membership engagement, the ISA has open Councils known as the ISA's Graduate Council and ISA's Undergraduate Council, collectively known as the International Students' Council (ISC). The ISA's Undergrad Council consist of 20 elected members and 15+ delegates. However, the Council extends to more than just its 35 councillors as any international student is empowered to attend and speak in these Council meetings. This right to attend and speak in the Council meetings of the ISA provides an essential opportunity to every international student to raise their voice to apprise their desires to the university. The ISA's Undergrad Council also comprises of delegates



INTERNATIONAL STUDENTS' ASSOCIATION

from six major faculty associations i.e., Engineering(ESS), Arts(OASIS), Science(ISSS), Business(BSA), Pharmacy(APSA), and Nursing(NUA), delegates from two UofA campus associations i.e., Augustana Campus(ASA) and Campus Saint-Jean (AUFJSJ), delegates from five regional groups i.e., CSSA, INDSA, PSA, BSA and NSA along with an official representative from the Students' Union (SU). These delegates further strengthen student involvement by bringing international students' concerns from their respective associations of varied backgrounds at the UofA. Thus, the ISA's Council's with its composition is a council to raise international students' issues in our University. Consequently, this Council in all right spirits gives ISA the legitimacy to truly demonstrate the voice of all international students.

Reason for this Submission

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

The student body at the University of Alberta comprises more than 9,000+ international students (23% of the student body) and safeguarding the interests and concerns of this major section of the student body is exceedingly crucial. The ISA acknowledges this necessity and pulls out all the stops to advocate for the international students' community at the UofA.

The ISA believes in taking quick actions for international students in times of need. The ISA swiftly reacted to the changing situation in our university as COVID-19 was declared a pandemic and worked towards the interests of students by reaching out to the Dean of every faculty to change the grading policies to CR/NCR. The ISA also raised the concerns of international students living in University Residence amid the pandemic by reaching out to Andrew Sharman, the Vice-President of Facilities and Operations and Katherine Husing, the Associate Vice-President of Ancillary Services. Consequently, the Residence Services respectfully acknowledged our concerns and provided free relocation assistance to students who switched to other residential units. ISA



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INTERNATIONAL STUDENTS' ASSOCIATION

reached out to Edmonton Mayor and City Councillors after international students were excluded from ride transit program and held a direct meeting with ETS to advocate for our membership and safe guard their interests as a result, ISA was able to convince the ETS to allow international students' also to apply for ride transit program.

The ISA is not asking to take over complete membership of international students; rather, we are asking to be recognized as a Student Representative Association in order to achieve some semblance of recognition from external actors and organizations. The SRA status will enable ISA to directly advocate to the University of Alberta International (UAI) and hold them accountable to work for the betterment of international students and consider ISA is the representative of international students. Although not yet recognized as an official representative association, the ISA currently operates on a level unlike that of a student group, with 50+ directors/coordinators in seven departments of ISA and we continues to work vigorously for international students beyond just a normal 8am-5pm schedule and addresses the concerns and queries of international students one-on-one by operating on a 48-hour strict response and action policy. The ISA works with a positive attitude to learn about efficient modules that can be utilized for advocating for a major portion of the student body.



University of Alberta
**INTERNATIONAL STUDENTS'
ASSOCIATION**

Bylaw 8100 of the UASU

According to Students' Union, bylaw 8100,

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

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

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

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

Lastly, As per Section 8 (Recognition),

“Students' Council may choose to delegate its representative authority to any student association that wishes to advocate for its membership to the University or Students' Union, provided that:

- 1. The student association represents a definable and enumerable constituency.*
- 2. The student association has legislation and procedures that are compliant with Students' Union bylaw respecting Student Representative Associations and Student Groups; and*
- 3. The student association is registered and recognized by the Students' Union as a student group.”*



INTERNATIONAL STUDENTS' ASSOCIATION

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

Roles and Mandate

Act as the official representative of its membership on student issues.

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

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

Provide services which are beneficial to its membership

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

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

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

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

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



INTERNATIONAL STUDENTS' ASSOCIATION

Our External Department has been active in working with Residence Services to make sure that international students are provided necessary support needed by them.

Our Academic department has been active in making sure that students know the campus involvement opportunities.

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

Foster student engagement and a sense of community within its constituency.

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

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

Recognition

The student association represents a definable and enumerable constituency.

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



INTERNATIONAL STUDENTS' ASSOCIATION

The student association has legislation and procedures that are compliant with Students' Union bylaw respecting Student Representative Associations and Student Groups; and

As per Students' Unions Bylaw 8100 and 8200, ISA is in compliance with current regulations. Attached to this submission are the legislatures of ISA. Our Constitution and Bylaws form our legislatures.

The student association is registered and recognized by the Students' Union as a student group.

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

Conclusion

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

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

2020-21 - Council Submissions

UASU Students' Council Agenda Submission

Council Meeting Date	Tuesday, October 6, 2020
Mover	Kidd
Email	katie.kidd@su.ualberta.ca
Action Requested	Approval

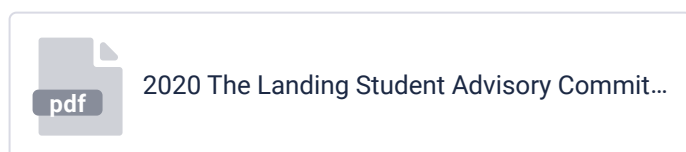
Approval

Motion KIDD MOVES TO appoint a Councillor to The Landing's LGBTQ+ Advisory Committee

Abstract

As a representative of Students' Council, they can provide further context to Students' Union matters and the feasibility of recommendations involving Students' Council. In other words, they are a midway point between the Committee and Students' Council, recognized as a part of both student bodies. Furthermore, the Students' Council member is expected to keep the Committee up to date about matters related to the LGBTQ2SPIA+ community discussed during Students' Council meetings. The attached Terms of Reference for the Committee in sections under Advisory Committee Membership, Membership Roles, and Process, will provide more context regarding the Council member's acting responsibilities.

Attachments



The Landing Advisory Committee Terms of Reference

1) Background

The Landing is a student space for gender and sexual diversity at the University of Alberta Students' Union. The service offers support, education and advocacy for students of all genders and sexualities. The Landing promotes LGBTQ2SPIA+ (Lesbian, Gay, Bisexual, Transgender, Queer, Questioning, Two-Spirit, Pansexual, Intersex, Asexual, and more) awareness and events, as well as providing volunteer opportunities and welcoming drop-in space.

A survey of 2,046 U of A students conducted by the Institute for Sexual Minority Studies and Services (iSMSS) in 2013 found that 5.2% of respondents fell within the gender minority category, and 16.7% of respondents were not heterosexual. Recognizing the need to support these student populations, and drawing on their experience as former executive members of OUTreach (the U of A's queer student social group), U of A students Linh Lu and Nicholas Diaz conducted an independent survey of 23 Canadian postsecondary institutions. This survey revealed a consensus that the needs of LGBTQ2SPIA+ persons warrant services especially addressing their needs. Through dialogue with Lu and Diaz, the U of A Students' Union recognized that they could play a key role in the creation of a dedicated student space for gender and sexual diversity.

The Students' Union has provided office space in the Students' Union Building and start-up funding for The Landing to launch a drop-in service and programming for the 2014/2015 academic year. The Landing has operated as a Dedicated Fee Unit (DFU) from 2014 to 2018 before becoming absorbed as a Students' Union student service. To offset no longer having a board, students suggested creating an advisory committee to be able to advise the UASU and the Landing staff on the current needs of LGBTQ2SPIA+ students.

2) Purpose of the Advisory Committee

The overall purpose of the Advisory Committee is to propose recommendations on behalf of the members of the LGBTQ2SPIA+ community to have their interests represented through The Landing's objectives and programming, as well as within the Students' Union framework. Furthermore, this Advisory Committee is also intended to create solidarity with all intersections of identity within the community through the Landing and Students' Union's frameworks.

The Advisory Committee will uphold its purpose through:

- a) Staying up to date on the Landing's programs and initiatives and reporting on their effectiveness within their communities.

- b) Learning and keeping up with the Students' Union's initiatives and advocacy relating to the needs of the students in the LGBTQ2SPIA+ community.
- c) Offering support and recommendations when the Landing or the Students' Union is making a decision that impacts students within the LGBTQ2SPIA+ community.
- d) Informing and advocating on the needs of students within the LGBTQ2SPIA+ to the Landing and the Students' Union.
- e) Relationship building through interaction and collaboration with different service providers and groups of people in the LGBTQ2SPIA+ community.
- f) Creating an end of the year report on the progress of the recommendations and concerns regarding issues faced by the LGBTQ2SPIA+ community.

3) Duties of the Advisory Committee

- a) Meet regularly, with a schedule to be determined by the Advisory Committee.
- b) Create and maintain meeting minutes to ensure transparency and accountability.
- c) Receive and advise on updates from delegates of The Landing and Students' Union on information related to community and student needs, trends, policies, and events related to gender and sexual diversity at the University of Alberta and in the larger community.
- d) Formulate recommendations as an Advisory Committee for The Landing's and Students' Union's objectives and activities.
- e) Present to Students' Council with Student Executives in attendance once a year. (Fall Semester)
 - i) The Advisory Committee will provide a presentation detailing the purpose of the Advisory Committee, previous recommendations and ongoing goals and recommendations.
- f) By the end of the Winter Semester, the Advisory Committee will create an end of the year report on the recommendations for support and advocacy for LGBTQ2SPIA+ student needs to the Students' Council representatives, Landing staff, to necessary Students' Union staff, Students' Union Executives, and the public moving into the following year.
 - i) This report will be a public-facing document which will cover the progress of LGBTQ2SPIA+ advocacy and LGBTQ2SPIA+ student needs through the academic year, as well as recommended steps to further support LGBTQ2SPIA+ students through the Students' Union framework.
- g) Advisory Committee members will be expected to review these Terms of Reference.
- h) In case of an urgent matter, the Advisory Committee can request a meeting with Student Executives, Students' Council, and/or Landing staff.

4) Advisory Committee Membership

- a) Membership for the Advisory Committee will be determined each year, based on the University's academic calendar.

- i) The application process for each year's Advisory Committee begins in the Fall.
- b) Members commit to serving on the Advisory Committee for the entirety of that year until the onboarding of the following year's advisors.
- c) The Advisory Committee will be composed of 13 members, with 11 voting positions and 2 non-voting positions.
 - i) Non-voting members will be a representative from the Students' Union Executive Committee and a Landing staff member.
 - ii) One representative from the Students' Council will be a voting member.
 - iii) All voting Advisory Committee members must self-identify as a member of the LGBTQ2SPIA+ community.
 - iv) All voting Advisory Committee members must be a student at the University of Alberta.
 - v) The Advisory Committee structure will be based on the understanding of intersectionality through lived experiences (in regards to accounting for self-identified different lived experience as a result of race, ethnicity, socio-economic status, gender, age, religion, spiritual background, Indigeneity, occupation, country of origin and language), as well as student representation in terms of faculty, year, degree and campus. In regards to ensuring these experiences are represented, we are reserving at least 5 positions out of 10 remaining voting positions, as follows:
 - (1) 1 member with extensive knowledge of the Indigenous community;
 - (2) 1 member with extensive knowledge of the trans, non-binary, gender non-conforming, or intersex community;
 - (3) 1 member with an extensive understanding of lived experiences of people of colour;
 - (4) 1 member with extensive knowledge of the lived experience of having a disability;
 - (5) 1 member with extensive knowledge of the lived experience of being an international, newcomer, or immigrant student.
- d) The application process will begin with applicants filling out an online application/interview form detailing their interest in the Landing Student Advisory Committee.
 - i) After applications have been reviewed by the Landing staff, ensuring that applicants have the knowledge and understanding of the LGBTQ2SPIA+ community to recommend appropriately, a round of interviews will take place with more specific questions to ensure that potential members are fit to stand on the Advisory Committee for the entire duration of the academic year.
 - ii) If all spots are not filled on the Advisory Committee, the Landing will keep the position open until a suitable applicant has been interviewed.
 - iii) The Landing staff will notify successful applicants by email.

5) Meetings

- a) Meetings will be held 9 times per year:
 - i) 4 in the Fall term.
 - (1) The first meeting is a retreat to onboard incoming advisors, orienting the Advisory Committee with the progress of the outgoing advisors.
 - (2) Two of these meetings are standard recommendation meetings, held when the committee is most available.
 - (3) The third is a presentation to the Students' Council at 6PM on a Tuesday. This presentation will be held to introduce the Advisory Committee and detail the progress of past and current recommendations.
 - ii) 3 in the Winter term.
 - (1) Two of these meetings are standard recommendation meetings, held when the committee is most available.
 - (2) The final meeting will be dedicated to finalizing a public facing, transition document for the next committee. This document will outline the progress of the year's Advisory Committee and years prior, both serving to transition the oncoming Advisors and inform the public of their recommendations.
 - iii) 1 in the Spring/Summer term.
 - (1) This meeting is subject to be omitted unless invoked by the Landing staff for further recommendations on summer planning or an advisor requesting consideration on a recommendation deemed critical to the course of the Advisory Committee.
 - iv) 1 in the following Fall.
 - (1) This meeting is intended to ease the transition for incoming advisors through a presentation held by the following year's Advisory Committee. The outgoing Advisory Committee will present and transition at the incoming Advisory Committee's Retreat on the progress and goals set by the previous year.
- b) Exact dates, times, and locations of meetings will be chosen by the Advisory Committee.
- c) The Advisory Committee will take into consideration varying schedules and parking costs in determining the times and locations of meetings.
- d) The Advisory Committee can choose to meet in person, via teleconferencing or via email chain.
- e) The Advisory Committee members may attend meetings via video call if they are unable to physically attend the meeting.

6) Membership Roles

- a) The Advisory Committee will be based on a foundation of consensus, equal participation and engagement.
- b) The members representative of the Students' Union and the Students' Council will have specialized responsibilities due to their positionality and understanding of their respective student bodies.
 - i) The advisor from the Students' Council represents the interests of both the Students' Council and the Advisory Committee. As a voting member of both student bodies, they have the same responsibilities as those selected for the Advisory Committee. The advisor is additionally responsible for updating the Advisory Committee on concerns related to the LGBTQ2SPIA+ community, as discussed through Students' Council meetings. Further, their role on the Advisory Committee is instrumental in providing context to the feasibility of recommendations directed towards or involving the Students' Council.
 - ii) While the Vice-President Student Life represents the Students' Union and the Advisory Committee, they are not elected or selected for the position. Thus, the VPSL is not a voting member of the Advisory Committee and does not hold the same membership obligations as the voting advisors. The VPSL is responsible for attending one meeting in the Fall and another through the Winter semester. In these meetings, the VPSL is responsible for updating the Advisory Committee on concerns related to the LGBTQ2SPIA+ community, as relevant to the Student Life portfolio. Additionally, the VPSL will provide context to the feasibility of recommendations directed towards or involving the Students' Union, as requested by advisors.
- c) The Landing staff will function as a facilitator at its first meeting of each year, to serve for the entirety of that year, unless otherwise specified by the Advisory Committee.
- d) In the event of a Landing staff member being unable to attend a meeting, the Advisory Committee will appoint a committee member to take minutes and act as a facilitator in the interim.
- e) The facilitator will act as a group mediator and timekeeper for meetings or delegate another member to serve these functions.
- f) The Advisory Committee will be responsible for inputting meeting agenda items, meanwhile, the facilitator will also be responsible for drafting and distributing an agenda in advance of each meeting.

7) Decision Making

- a) All decisions about recommendations to The Landing staff and to the Students' Council will be made by consensus.
 - i) In the event that consensus cannot be reached or a decision has less than a week timeline, the Advisory Committee can use a $\frac{3}{4}$ the majority needed to pass.

- b) Decisions for recommendations require that a quorum of more $\frac{2}{3}$ rds the membership be present.
- c) In the absence of a quorum, a vote may be taken via email to reach a decision for recommendations.
- d) The Program Lead, the Students' Council or a Students' Union Executive as needed, will advise the Advisory Committee on the feasibility of recommendations based on The Landing's or Students' Union's available resources, and the Students' Union policies and procedures.
- e) In the event of a conflict or severe disagreement, someone with experience in conflict resolution will be invited to a meeting in order to mediate between members as soon as possible.

8) Process

- a) The Advisory Committee will operate through the Landing in continual communication with the Landing staff, the Students' Council and the Student Executives, via their representatives, throughout the year.
- b) The Vice President Student Life or delegate will meet with the Advisory Committee no later than their third meeting to share the relationship of the Student Union and LGBTQ2SPIA+ community.
- c) The Advisory Committee will work on creating a report of recommendations on LGBTQ2SPIA+ student community needs throughout the year.
- d) The Advisory Committee will submit the report of recommendations to the Students' Council representatives, the Landing staff, to necessary Students' Union staff, Students' Union Executives, and the public via the Landing website, once completed.
- e) All meeting minutes will be publicly distributed through the Landing website.

2020-21 - Council Submissions

UASU Students' Council Agenda Submission

Council Meeting Date

Tuesday, October 6, 2020

Mover

Draper

Email

David.draper@su.ualberta.ca

Action Requested

Approval

Approval

Motion

Monteiro seconded by Brandwein move to ratify the appoint of Malijha Moyan to the Student At Large Position on the Aboriginal Relations and Reconciliation Committee

Abstract

Please see the attached introduction for relevant information surrounding the candidate

Attachments



Introduction for Malijha Moyan.pdf

Malijha is a First Year student enrolled in a combined program with the Faculty of Native Studies and the Faculty of Education. They were drawn to this position because of a goal of not only catching the problems at the university and in the education system as a whole, but to be able to take an active role in fixing them. They have relevant volunteer experience, they have attended a variety of educational camps as well as supervised events and lead educational groups. Malijha also spent a considerable amount of time learning about the cultural importance and the fundamental importance of beading from an elder. Milijha has met all requirements for the application process for the ARRC Student At Large Position and has demonstrated a commitment to community, education, and leadership. With the above information in mind, the UASU Nominating committee recommends for the Ratification of the appointment of Malijha Moyan to the Student At Large Position on the Aboriginal Relations and Reconciliation Committee.

2020-21 - Council Submissions

UASU Students' Council Agenda Submission

Council Meeting Date Tuesday, October 6, 2020

Mover AGARWAL

Email president@uasu.ca

Action Requested Approval

Approval

Motion AGARWAL moves to create the Governance Restructuring Task Force (GRTF), which is to be an Ad-hoc Committee of Students' Council, with a mandate to expire at 11:59 PM on April 30, 2021.

Abstract

The Governance Restructuring Task Force (GRTF) will develop recommendations for structural changes to governance models at the University of Alberta Students' Union (UASU) and will further identify the strategies and processes for implementing the recommendations. This Task Force will be an Ad-hoc committee of Students' Council where ultimate authority rests with the Students' Council for all changes. The mandate of the GRTF will expire at 11:59 PM on April 30, 2021, unless extended by a simple majority vote of the Students' Council.

Next Steps

Standing order draft attached for reference only - approval of standing order will take place by the members of the task force.

Attachments



Governance Restructuring Task Force (GRTF) Standing Orders

Last Updated: October 01, 2020

DRAFT - FOR DISCUSSION ONLY

Contents

1. Mandate
2. Meetings
3. Membership
4. Chair's Responsibilities and Duties
5. Member Responsibilities and Duties
6. Discussion and Reports,
7. Rules of Order
8. Orders of the Day
9. Standing Orders
10. Confidentiality

1 Mandate

1. The Governance Restructuring Task Force (GRTF) will develop recommendations for structural changes to governance models at the University of Alberta Students' Union (UASU) and will further identify the strategies and processes for implementing the recommendations. This Task Force will be an Ad-hoc committee of Students' Council where ultimate authority rests with the Students' Council for all changes.
2. The Task Force will promote the mandate, strategic mission, and values of the UASU.
3. The group may recommend changes to the governance structure of Students' Council, the Council of Faculty Associations (COFA), the Council of Residence Associations (CORA), Faculty Associations (FAs), Residence Associations (RAs), Student Representative Associations (SRAs), in accordance with the UASU Strategic Plan, mission, vision, and values of the organization.
4. The Task Force shall:
 - a. Operate in accordance with Bylaw 100 of the University of Alberta Students' Union;
 - b. Through its constituent Working Groups, consider and evaluate governance changes, with consideration including but not limited to the University Academic and Administrative Restructuring through the UAlberta for Tomorrow and Service Excellence Transformation (SET) initiatives;
 - c. Ratify a final report, compiled and reconciled by the Chair, containing recommendations for consideration by Students' Council;
 - d. Present recommendations to Students' Council for consideration.

The mandate of the GRTF will expire at 11:59 PM on April 30, 2021, unless extended by a simple majority vote of the Students' Council.

2 Meetings

1. Quorum for the Governance Restructuring Task Force shall be 6 permanent voting members
2. The GRTF shall hold meetings weekly or as necessary, coordinated through the Office of the Manager of Administrative Services
3. GRTF may invite individuals who are not GRTF members to attend meetings

3 Membership

1. Permanent membership of the GRTF shall be comprised of the aggregate membership of the Students' Council Restructuring Working Group (SCRWG) and the Student Representative Associations Restructuring Working Group (SRARWG):
 - a. Members of the SCRWG shall be:
 - i. The President of the UASU, as Chair;
 - ii. One (1) additional member of the UASU Executive Committee who does not sit on COFA or CORA, appointed by the Executive Committee;
 - iii. Four (4) non-Executive members of Students' Council, appointed by Students' Council;
 - b. Members of the SRARWG shall be:
 - i. One (1) member of the UASU Executive Committee who does sit on COFA or CORA, appointed by the Executive Committee, as Chair;
 - ii. The President of the UASU;
 - iii. One (1) member of COFA, appointed by COFA;
 - iv. One (1) member of CORA, appointed by CORA;
 - v. One (1) representative of a Campus Association, appointed by COFA;
 - vi. One (1) member of the Aboriginal Students' Council (ASC), appointed by ASC.
2. Ex-Officio Members of the GRTF shall be:
 - a. The General Manager of the UASU;
 - b. The Manager, Administrative Services, of the UASU;
 - c. Any other subject-matter experts with whom the GRTF membership, or the membership of one of its constituent Working Groups, would like to consult.
3. Ex-Officio members of the GRTF are permitted to attend meetings of the constituent Working Groups, at the discretion of the Working Groups.
4. Permanent members shall be voting members of the Task Force; ex-officio members shall be non-voting members of the Task Force.
5. Should a vacancy on the GRTF occur, then the Task Force shall recommend that such a vacancy be filled as per section 3(1).

6. To ensure proportionality of votes, membership of the GRTF cannot be elected to simultaneously represent both an SRA and Students' Council on the GRTF.

4 Chair's Responsibilities and Duties

1. The Chair of the GRTF shall be a permanent voting member.
2. The Chair of the GRTF shall be selected at the first meeting of the GRTF.
3. The Chair of the GRTF shall:
 - a. Work with the Administrative Services of the UASU to:
 - i. Arrange for the booking of meeting spaces, as necessary;
 - ii. Arrange for the preparation and distribution of meeting materials;
 - b. Preside over meetings of the Task Force;
 - c. Maintain the Standing Orders of the Task Force;
 - d. Submit reports to Students' Council, as required;
 - e. Compile and reconcile the respective final reports of the SCRWG and the SRARWG to create a final report of the GRTF;
 - f. Upon ratification by the GRTF, submit the final report of the GRTF to Students' Council for consideration.
4. Should the Chair of the GRTF be absent from a meeting of the Task Force, the Task Force shall then elect an interim chair from within its permanent voting membership for the duration of the meeting.
5. The Chair of the GRTF may be removed from their position by a 2/3rds majority vote of the Task Force, whereupon a new Chair shall be elected from within the permanent voting membership of the Task Force.

5 Member Responsibilities and Duties

1. Members will work to achieve the mandate as outlined in Section 1 of the Standing Orders.
2. Permanent members are required to attend all meetings of the GRTF and their assigned constituent Working Group, unless extenuating and unforeseen circumstances prevent their attendance at an aforementioned meeting.
 - a. If a permanent member experiences extenuating and unforeseen circumstances which will cause them to be absent from a meeting of the GRTF or of their assigned constituent Working Group, they must provide notice to the Chair of the appropriate body at the earliest possible time.
 - b. Notwithstanding the above, failure of a permanent member to attend greater than 50% of meetings at which their attendance is expected shall result in their immediate removal from the GRTF and their assigned constituent Working Group.

3. Permanent members are responsible for carrying out tasks assigned to them by the GRTF, their assigned constituent Working Group, or the Chair of either aforementioned body.

6 Discussion and Reports

1. Upon the conclusion of its work and ratification of its final report, the GRTF shall immediately forward its final report to Students' Council.

7 Rules of Order

1. The Chair of the GRTF will use their discretion in administering an informal style of Robert's Rules of Order to conduct the business of the meeting.

8 Orders of the Day

1. Right of Submission by Committee Members:
 - a. Any voting member of the GRTF may submit Orders of the Day to be considered by the Task Force.
2. Order of Business for the GRTF shall be:
 - a. Introduction and Land Acknowledgement;
 - b. Call to Order;
 - c. Approval of Agenda;
 - d. Approval of Minutes;
 - e. Chair's Business;
 - f. New Business;
 - g. Old Business;
 - h. Discussion Period;
 - i. Adjournment
3. Deadline for Submission:
 - a. Orders of the Day must be submitted to the Chair of the GRTF three (3) business days prior to the Task Force meeting.
4. An electronic copy will be e-mailed to the Task Force members two (2) days prior to the meeting, and paper copies will be provided only upon request.

9 Standing Orders

1. The Standing Orders of the GRTF may be amended by a simple majority vote of the Task Force, with such changes being reported to Students' Council.
2. The Standing Orders of the GRTF expire upon the expiration of the mandate of the GRTF.

10 Confidentiality

1. All members shall ensure the security and confidentiality of sensitive information that comes into their possession by virtue of their membership on the GRTF.

DRAFT

2020-21 - Council Submissions

UASU Students' Council Agenda Submission

Council Meeting Date Tuesday, October 6, 2020

Mover AGARWAL

Email president@uasu.ca

Action Requested Approval

Approval

Motion AGARWAL moves to appoint four (4) members of Students' Council to the Governance Restructuring Task Force (GRTF).

Abstract

The Governance Restructuring Task Force (GRTF) will develop recommendations for structural changes to governance models at the University of Alberta Students' Union (UASU) and will further identify the strategies and processes for implementing the recommendations. This Task Force will be an Ad-hoc committee of Students' Council where ultimate authority rests with the Students' Council for all changes. The mandate of the GRTF will expire at 11:59 PM on April 30, 2021, unless extended by a simple majority vote of the Students' Council.

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

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

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

2020-11/2a	AGARWAL/DRAPER MOVED TO give a presentation on Academic Restructuring at the University of Alberta.	CARRIED	SC-2020-11	9/22/2020
	KRAHN/SARETZKY MOVED TO extend the time for the presentation by fifteen minutes.	CARRIED	SC-2020-11	9/22/2020
	BOSE/KONRAD MOVED TO extend the time for the presentation by fifteen minutes.	CARRIED	SC-2020-11	9/22/2020
2020-11/2b	AGARWAL/KRAHN MOVED TO present on the proposed Governance Restructuring Task Force (GRTF).	CARRIED	SC-2020-11	9/22/2020
2020-11/7a	BID/DRAPER MOVED TO call for nominations and appoint a councillor to become a permanent member of the Council Administration Committee (CAC).	CARRIED	SC-2020-11	9/22/2020
2020-11/7b	AGARWAL/BOSE MOVED TO appoint two (2) representatives to sit on the Physical Activity and Wellness (PAW) Strategic Operating Committee.	CARRIED	SC-2020-11	9/22/2020
2020-11/7c	AGARWAL/EINARSON MOVED TO recognize the Undergraduate Council of the University of Alberta International Students' Association (UAISA) as a Student Representative Association (SRA) under Bylaw 8100.		SC-2020-11	9/22/2020
	LEY/BUCHANAN MOVED TO extend the discussion by fifteen minutes.	CARRIED	SC-2020-11	9/22/2020
	KRAHN/EINARSON MOVED TO suspend standing orders.	CARRIED	SC-2020-11	9/22/2020
	AGARWAL/BUCHANAN MOVED TO table this motion to another Students' Council meeting.	CARRIED	SC-2020-11	9/22/2020
		Result	Meeting	Date
2020-12/1a	DRAPER/FOTANG MOVED TO suspend Standing Orders for this meeting.	CARRIED	SC-2020-12	9/29/2020
2020-12/2a	KRAHN/AGARWAL MOVED TO allow a presentation by Marc Dumouchel on the State of the Union.	CARRIED	SC-2020-12	9/29/2020
2020-12/2b	KRAHN MOVED TO allow a presentation by Marc Dumouchel on the Students' Union's finances.	NONE	SC-2020-12	9/29/2020
2020-12/7a	AGARWAL/BOSE MOVED TO table the motion to recognize the International Students' Association (ISA) as a Student Representative Association under Bylaw 8100 to the next Council meeting.	CARRIED	SC-2020-12	9/29/2020
2020-12/8a	AGARWAL/KRAHN MOVED TO an in-camera session. (Took place before motion 2020-12/7a)	CARRIED	SC-2020-12	9/29/2020
	AGARWAL/EINARSON MOVED TO Committee of the Whole.	CARRIED	SC-2020-12	9/29/2020
	AGARWAL MOVED TO go ex-camera.	NONE	SC-2020-12	9/29/2020

Tuesday, September 29, 2020

6:00PM

[Zoom](#)

Special Meeting

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

VOTES AND PROCEEDINGS (SC-2020-12)

MEETING CALLED TO ORDER AT 6:00PM

2020-12/1 SPEAKERS BUSINESS

2020-12/1a Announcements - The next meeting of Students' Council will take place on **Tuesday, October, 6 2020 at 6:00PM** via Zoom.

Join Zoom Meeting

<https://us02web.zoom.us/j/89885073689>

Meeting ID: 898 8507 3689

Registered Guests:

Chanpreet Singh - President, University of Alberta International Students' Association (UAISA)

Mahek Seth - Vice President Communications, UAISA

Vanessa Elongo - Vice President Graduate Affairs, UAISA

Mitchell Pawluk - Opinion Editor, The Gateway

Rachel Narvey - Staff Reporter, The Gateway

DRAPER/FOTANG MOVED TO suspend Standing Orders for this meeting.

2020-12/2 PRESENTATIONS

2020-12/2a **KRAHN/AGARWAL MOVED TO** allow a presentation by Marc Dumouchel on the State of the Union.

See SC-2020-12.05

BEASLEY [DIXON] inquired about whether there are plans to make replacements for Discover Governance.

DUMOUCHEL responded stating that a new Student Advocate role will take on some responsibilities of this role and the Student Group Services department will likely take on responsibilities at some point in the future.

BEASLEY [DIXON] inquired about how the institutional knowledge of student governance will be integrated into the UASU if there is currently no direct resource for students to access this knowledge.

DUMOUCHEL responded stating that current existing roles, such as that of the Administrative department Manager, will likely take on serving as the expert in the institutional knowledge base for student governance.

BUCHANAN inquired about whether grants are being explored to address certain parts of the Horowitz Theatre space.

DUMOUCHEL stated that any existing grants would definitely be explored.

BUCHANAN shared support for the work occurring with student housing.

2020-12/2b

KRAHN MOVED TO allow a presentation by Marc Dumouchel on the Students' Union's finances.

See SC-2020-12.06

BUCHANAN inquired about whether there were any numbers projected for the Sustainability and Capital fund.

DUMOUCHEL displayed where the fund information was located in the presentation.

BUCHANAN inquired about whether there is any funding existing or allocated for the Horowitz.

DUMOUCHEL responded with information on the funding allocation history for the Horowitz.

BOSE thanked Dumouchel for the presentation and inquired about whether Campus Cup was occurring.

DUMOUCHEL stated that Campus Cup will likely not occur this year.

- 2020-12/3 EXECUTIVE COMMITTEE REPORT
Executive Committee Reports have been suspended for this meeting.
- 2020-12/4 BOARD AND COMMITTEE REPORT
Board and Committee Reports have been suspended for this meeting.
- 2020-12/5 OPEN FORUM
Open Forum has been suspended for this meeting.
- 2020-12/6 QUESTION PERIOD
Question Period has been suspended for this meeting.
- 2020-12/7 BOARD AND COMMITTEE BUSINESS
- 2020-12/7a **AGARWAL/BOSE MOVED TO** table the motion to recognize the International Students' Association (ISA) as a Student Representative Association under Bylaw 8100 to the next Council meeting.
See SC-2020-12.01
- CARRIED**
- 2020-12/8 GENERAL ORDERS
- 2020-12/8a **AGARWAL/KRAHN MOVED TO** an in-camera session. (Took place before motion 2020-12/7a)
AGARWAL/EINARSON MOVED TO Committee of the Whole.
AGARWAL MOVED TO go ex-camera.
- 2020-12/9 INFORMATION ITEMS
- 2020-12/9a Council Submissions.
See SC-2020-12.01
- 2020-12/9b Students' Council - Motion Tracking
See SC-2020-12.02
- 2020-12/9c Students' Council - Attendance
See SC-2020-12.03

2020-12/9d Students' Council, Votes and Proceedings (SC-2020-11) - Tuesday, September 22, 2020

See SC-2020-12.04

2020-12/9e Presentations

See SC-2020-12.05-06 (presentations will be sent out closer to the meeting date)

MEETING ADJOURNED AT 9:16PM