

Bylaws

Name

1 Established under the *Post-Secondary Learning Act* of Alberta, the legal name of this organization is “Students’ Association of Grant MacEwan University”. The operating name of this organization is “Students’ Association of MacEwan University” (“SAMU”).

Object

2 The object of SAMU is to exercise its powers and responsibilities in the interest of the students of MacEwan University.

Definitions

3 Oversight refers to the actions taken to monitor organizations and their policies, and projects, to ensure that they: are achieving expected results, and follow applicable policies, laws, regulations, and ethical standards.

4 A Councillor is a student who serves on Students’ Council who is not an Executive.

5 An Executive is a member of Students’ Council who sits on the Executive Committee.

6 The Executive Committee of SAMU is a committee made up of 5 full time student representatives that carry out the day-to-day responsibilities of Students’ Council.

7 Directives are public operational documents that outline expectations and regulations regarding the day-to-day operations of SAMU and SAMU staff.

Membership and Affiliations

Classes of Membership

8 Members of SAMU include General Members, and Honourary Members.

General Membership

9 A General Member of SAMU is a student enrolled in an undergraduate credit course at MacEwan University.

Honourary Membership

10 An Honourary Member of SAMU is an individual who is not a General Member or an Affiliate and has been granted Member status by a special resolution of Students’ Council. Honourary Membership may also be revoked by special resolution of Students’ Council.

Fees

11 SAMU fees are assessed to General Members only.

Rights

General Members

12 General Members have the right to access SAMU programming and services, sign referenda petitions, vote in SAMU elections and referenda, and serve as Councillors and Executives.

Honourary Members

13 Honourary Members may not access SAMU programming or services, sign referenda petitions, vote in SAMU elections or referenda, or serve as Councillors or Executives.

End of Membership

14 General Membership in SAMU ends when the Member ceases to be enrolled in a course at MacEwan University.

Affiliation

SAMU Affiliates

15 A SAMU Affiliate is a student enrolled in a non-undergraduate credit course at MacEwan University.

Fees

16 SAMU may assess SAMU fees to SAMU Affiliates.

Rights

17 SAMU Affiliates have the right to access SAMU programming and services, sign, and vote in referenda petitions pertaining to them that are administered by SAMU.

End of Affiliation

18 SAMU Affiliate status ends when the student ceases to be enrolled in a non-undergraduate credit course at MacEwan University.

Students' Council

Highest Authority

19 As established within the Post-Secondary Learning Act, all of the powers and responsibilities of SAMU not otherwise assigned in these Bylaws are sanctioned by the Students' Council of SAMU, hereinafter referred to as "Students' Council".

Composition

20 Students' Council consists of fourteen Councillors and five Executives.

Powers

Interpretation of Bylaws

21 Students' Council holds the exclusive authority to interpret the Bylaws in cases of ambiguity.

Policy

22 Students' Council exercises the powers and responsibilities of SAMU by enacting Policies that set expectations for SAMU consistent with these bylaws, and by monitoring adherence to those Policies.

Vision and Mission

23 Students' Council approves the vision and mission of SAMU.

Borrowing Powers

24 Students' Council holds the authority to authorize the borrowing of funds and the pledging of SAMU assets as security. Such authorization shall be by special resolution.

25 Students' Council must receive approval from the MacEwan Board of Governors before going forward with any authorization of borrowing funds or pledging SAMU assets as security.

Budget Approval

26 Students' Council gives final approval to the SAMU budget as given in SAMU policies.

Committees

27 Students' Council may create committees and may delegate to them powers and responsibilities in a way that is consistent with these Bylaws.

Punitive Measures

28 Students' Council has the exclusive power to impose punitive measures on Councillors and Executives for misconduct.

Responsibilities

Annual Report

29 Students' Council approves an Annual Report of SAMU, outlining the activities and status of SAMU for publication.

Consultation

30 Students' Council ensures that it consults with students in the performance of its duties.

Meetings

Regular Meetings

31 Regular meetings of Students' Council are held at least once a month.

Special Meetings

32 Special meetings may be called by any two members of Students' Council with advance written notice of at least one week.

Town Hall Meetings

33 Town Hall meetings are held at least once per year as provided in SAMU Policies.

Quorum

34 Quorum for any Students' Council meeting is a simple majority of all current voting members.

Regular Resolutions

35 A Regular Resolution of Students' Council may pass with a simple majority vote in favour.

Special Resolutions

36 A Special Resolution of Students' Council requires two week's notice of the motion, and at least 75% voting in favour.

Open Meetings

37 Meetings of Students' Council are open to the public.

Councillors

Qualifications for Office

38 Councillors must be General Members at the time of election or appointment, in good academic standing with Grant MacEwan University throughout their elected term, and must not have previously been removed from office as a SAMU elected representative due to a code of conduct violation.

Elections

39 Elections for Councillors are held every year.

Terms

Term Beginning

40 The term of a Councillor starts on November 1 following their election, or on the date of appointment by Students' Council.

Term Ending

41 The term of a Councillor automatically ends on October 31, unless it is terminated earlier upon SAMU's receipt of a letter of resignation from the Councillor, upon Students' Council's removal of the Councillor, or upon the Councillor's ceasing to meet the qualifications for office.

Vacancies

42 In the case of a Councillor vacancy, Students' Council will solicit a qualified Member for appointment.

Remuneration

43 Councillors are remunerated for their service as provided in SAMU policies.

Executive Committee

Authority

44 The Executive Committee of SAMU, holds the authority to exercise powers and responsibilities of SAMU consistent with these Bylaws.

Composition

45 Executive Committee consists of five Executives, including a President and four Vice Presidents.

Powers

General Manager

46 Executive Committee has the exclusive authority to select, negotiate the employment contract of, provide direction to, review the performance of, and release the General Manager.

Legal

47 Executive Committee has the authority to conduct legal proceedings on behalf of SAMU.

Contracts and Signing Authority

48 Executive Committee has the authority to negotiate and sign contracts and documents relating to referenda decisions on behalf of SAMU.

49 Executive Committee has the authority to negotiate, terminate, and sign contracts and budgeted documents on behalf of SAMU.

50 Unbudgeted contracts over \$75,000.00, and contracts which exceed a five-year commitment must be approved by Students' Council. Employment contracts and Tenant Sub-Lease Agreements are exempt.

51 Executive Committee may delegate the authority of operational contracts of under \$75,000 and not exceeding a five-year term to the General Manager.

52 Executive Committee has the authority to sign tenant sub-lease agreements upon the recommendation of the General Manager.

Procedures

53 Executive Committee is accountable for Procedures that set expectations for SAMU consistent with these bylaws and with Students' Council Policies, and monitor adherence to those Procedures.

Directives

54 The Executive Committee has oversight over Directives.

Responsibilities

Reporting

55 Executive Committee reports to Students' Council.

Meetings

Calling Meetings

56 Meetings of Executive Committee are held on the call of any Executive.

Frequency

57 Meetings of Executive Committee will occur no less than once per month.

Quorum

58 Quorum for any Executive Committee meeting is a simple majority of all current voting members.

Executives

Qualification for Office

59 Executives must be General Members at the time of their election or appointment, in good academic standing with MacEwan University throughout their elected term, and must not have previously been removed from office as a SAMU elected representative due to a code of conduct violation.

Elections

60 Elections for Executives are held every year.

Terms

Term Beginning

61 The term of an Executive starts on May 1st following their election, or on the date of appointment by Students' Council.

Term Ending

62 The term of an Executive automatically ends on April 30, unless it is terminated earlier upon receipt by SAMU of a letter of resignation, upon removal from office by the Students' Council, or upon the Executive's ceasing to meet the qualifications for office,

Term Limits

63 An individual may hold Executive positions for no more than two consecutive terms and no more than three cumulative terms. An Executive may hold no more than one Executive Committee position per term.

Responsibilities

Reporting

64 Executives submit written reports to Students' Council.

Executive Portfolios

President

65 The President is accountable for community and university relations, excluding academic affairs, as well as such other responsibilities as are given in SAMU Policies.

Vice President Academic

66 The Vice President Academic is responsible for academic affairs, as well as such other responsibilities as are given in SAMU Policies.

Vice President External

67 The Vice-President External is accountable for government relations, as well as such other responsibilities as are given in SAMU Policies.

Vice President Governance and Finance

68 The Vice President Governance and Finance is accountable for internal affairs, as well as such other responsibilities as are given in SAMU Policies.

Vice President Student Life

69 The Vice President Student Life is accountable for programming and services, as well as such other responsibilities as are given in SAMU Policies.

Vacancies

70 In the case of an Executive vacancy, prior to the term beginning Students' Council will solicit a qualified Member for appointment.

71 In the case of an Executive vacancy or extended leave of absence during the term, Students' Council may appoint a qualified Member to act in the interim, or divide responsibilities of the position.

Remuneration

72 The Executives are remunerated for their service as provided in SAMU Policies.

General Manager

Authority

73 The General Manager of SAMU holds the authority to exercise powers and responsibilities of SAMU consistent with these Bylaws, and as otherwise assigned in Policies, Procedures, and Directives.

Powers

Staffing

74 The General Manager holds authority to hire, negotiate terms of employment with, manage, review the performance of, and release the staff of SAMU.

Legal

75 The General Manager has the authority to seek legal advice on behalf of SAMU matters within their purview.

Directives

76 The General Manager is accountable for Directives that set expectations for SAMU consistent with these bylaws and with Students' Council Policies, and Procedures and monitor adherence to those Directives.

Responsibilities

Consultation

77 The General Manager is responsible for consulting with Executives in the performance of their duties.

Reporting

78 The General Manager reports to Executive Committee.

79 The General Manager and President are required to meet regularly on SAMU affairs.

Ensure Compliance

80 The General Manager acts in good faith to ensure compliance with SAMU Bylaws, Policies, and Procedures.

Referenda

81 SAMU will hold a referendum on a question given to it for that purpose by Students' Council, or by a petition stating the question and bearing the signatures, names, and student identification numbers of 10% of Members. Voting in a referendum is restricted to Members who would be affected by the outcome of the referendum.

Amendment

82 Amendments to these Bylaws may be made following a consultation at a Town Hall meeting and by two readings at Students' Council with a special resolution required for both readings.

Interpretation

83 Numbering, headings, and the capitalization of frequently used terms in this document, unless otherwise defined are provided for convenience only, and do not affect the meaning of these Bylaws. Where appropriate to the context, words implying the singular or plural shall be interpreted to imply the other. Where appropriate to the context, words in the present tense shall be interpreted to include the past and future tenses. In all circumstances, these Bylaws are subject to applicable law.

No Force or Effect

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