



General Faculties Council Representation Procedure

Rationale

The General Faculties Council is the highest academic governing body at MacEwan University. Clear responsibilities for those in governance representation roles at SAMU ensure their adherence to SAMU principles of good governance, helping them to better serve the SAMU membership.

Definitions

The **General Faculties Council Student Representatives** are the students who are not SAMU Executives who are filling the seats on MacEwan's General Faculties Council.

Regulations

General Eligibility

1 Applicants for university governance must be current students of MacEwan University in good academic standing.

General Faculties Council

2 There are four Student Members on the General Faculties Council.

2.1 Two Student Member seats are filled by the Vice President Academic and another member of the Executive Committee

Council on Student Affairs

3 The Council of Student Affairs is a Committee of the General Faculties Council

4 There are six Student Members on the Council of Student Affairs

4.1 Four Council on Student Affairs Student Member seats are filled by the General Faculties Council Student Members.

Role and Responsibilities

5 General Faculties Council Student Representatives are required to attend all General Faculties Council Meetings, Committee Meetings, and Preparation meetings scheduled.

6 The General Faculties Council Student Representatives may work with the Vice President Academic to provide an up-to-date written report to the Executive Committee and to Students' Council after meetings.

6.1 These reports include significant issues affecting SAMU or its members, as well as decisions made at meetings attended on behalf of SAMU.



Appointment and Removal

7 The General Faculties Council Student Representatives are appointed by Executive Committee prior to August 1st.

7.1 If there remains a vacancy in the GFC Representative position, the application will remain open and applications will be reviewed on a rolling basis until a qualified candidate is selected and all positions are filled

8 The General Faculties Council Student Representatives is appointed for a one-year term of August to July.

9 Automatic removal from office occurs if the General Faculties Council Student Representatives miss two consecutive GFC Meetings.

9.1 If the General Faculties Council Representative is found not to be upholding these expectations or otherwise acting against the interests of SAMU, the Executive Committee may remove the General Faculties Council Representative.

Recognition

10 The General Faculties Council Student Representatives are provided a honorarium of \$60 per meeting attended of the General Faculties Council, \$30 per General Faculties Council preparation meeting attended, and \$15 per Committee meeting attended

10.1 Meeting attendance is remunerated to a maximum of \$300 per academic term.

10.2 The honorarium is given at the end of the term.

10.3 Executive Committee members are not entitled to any recognition for General Faculties Council work.



Fact Sheet

Approvals:

First Approval – February 7, 2023

Last Approval – December 11, 2024

Date of Last Review: December 11, 2024

Related Documents and Forms:

Source and Updates:

February 7, 2023: *Board of Governors and General Faculties Council Representation* procedure approved, pending Students' Council's rescission of the *Roles & Responsibilities of the Board of Governors Representative* policy, by Executive Committee motion E2023-02-07-2. Source material drawn from the *Roles and Responsibilities of the Board of Governors Representative policy*.

March 6, 2024: *General Faculties Council Representation* Procedure approved by Executive Committee motion 2024-03-06-3. Board of Governors Representative position removed as the role has been delegated to the VP Governance and Finance by Students' Council.

December 11, 2024: *General Faculties Council Representation* Procedure approved by Executive Committee motion 2024-12-11-6 on the recommendation of the Procedure Sub-Committee. Major update was the addition of Council on Student Affairs section.