



## **University Governance Representation**

### **Rationale**

Students are a component of the membership of university governance bodies. The process for populating these bodies with students lies with SAMU.

A clear and consistent process facilitates the effectiveness and efficiency of the election of students for university governance bodies.

### **Definitions**

A **committee**, in this procedure, refers to a standing committee, as listed in Appendix A, or an ad hoc committee of MacEwan University.

### **Regulations**

#### **General Eligibility**

- 1** Applicants for university governance must be current students of MacEwan University in good academic standing.
- 2** Applicants must meet other eligibility requirements for the particular university governance body, if any exist, in order for the nomination to be further considered.

#### **Faculty and School Councils**

- 3** Student representation on faculty and school councils will be determined by the bylaws of each faculty or school council.

#### **Committees**

- 4** Student representation on committees will be determined by the relevant terms of reference.

#### **Selection Process**

- 5** A general call for applications for university governance membership occurs in the winter term and includes membership in faculty and school councils and any current committees.
- 6** The Executive Committee reviews applicants for each faculty and school council, and committees, and selects qualified applicants.
  - 6.1** Executive Committee may remove student representatives who are not fulfilling the expectations of the appointed position.
- 7** Vacancies may be filled throughout the year.



**8** An honourarium is provided to student members of standing committees, as listed in Appendix A, at the end of their appointed term.

**8.1** Honourarium is awarded at a rate of \$15 per meeting attended.

**8.2** Honourarium is limited to a value of \$120 per committee per year.

**8.3** Executive Committee members are not eligible for this recognition.

### **Miscellaneous**

**9** SAMU communicates appointments or selections to the university.

**10** SAMU provides students with an orientation to their role and ongoing support as needed.

**11** Successful applicants will remain in communication with SAMU throughout the term of their university governance membership.



**Appendix A**

**MacEwan University Standing Committees**

<b>Committee Name</b>	<b>Number of Student at Large Representatives</b>
Council on Student Affairs	2
Faculty of Arts & Sciences Council	4
Faculty of Fine Arts & Communication Council	5
Faculty of Health and Community Studies	2
Faculty of Nursing Council	3
School of Business Council	4
Library Council	1
Research Ethics Board	2
Animal Research Ethics Board	2
Sexual Violence Prevention and Education Advisory Committee	2
Book of the Year Committee	1
<b>Total Student Representatives</b>	<b>28</b>



## Fact Sheet

### Approvals:

First Approval – April 30, 2014  
Last Approval – December 11, 2024

**Date of Last Review:** December 11, 2024

### Related Documents and Forms:

#### Source and Updates:

April 30, 2014: *University Governance Representation* approved by Executive Committee motion E2014-04-30-4 on the recommendation of the Procedure Review Ad Hoc Committee. Source material drawn from *Procedure 20 – AGC Alternate Appointments*.

July 6, 2016: *University Governance Representation* approved by Executive Committee motion E2016-07-06-4 on the recommendation of the Procedure Sub Committee. Recognition for student members of MacEwan University Committees added, as well as Appendix A listing the MacEwan University Committees requiring student members.

December 14, 2016: *University Governance Representation* approved by Executive Committee motion E2016-12-14-11 on the recommendation of the Procedure Sub Committee. Update of term from fall to winter.

March 14, 2018: *University Governance Representation* approved by Executive Committee motion E2018-03-14-4 on the recommendation of the Procedure Sub-Committee. Committee recognition amount increased from \$50 to \$60.

June 10, 2020: *University Governance Representation* approved by Executive Committee motion E2020-06-10-3 on the recommendation of the Procedure Sub-Committee. Committee names updated to remain current and recognition changed to \$15 per meeting attended.

June 16, 2021: *University Governance Representation* approved by Executive Committee motion E2021-06-16-4. Updated the definition of 'committee' to include ad hoc committees of MacEwan University

February 23, 2022: *University Governance Representation* approved by Executive Committee motion E2022-03-23-3. Updates included adding a maximum dollar amount to recognition per year and bringing Appendix A up to date.

July 13, 2022: *University Governance Representation* approved by Executive Committee motion E2022-07-13-4. Updates include changing the per meeting rate for students-at-large who sit on General Faculties Council, and providing for cash remuneration instead of a gift card.

February 14, 2023: *University Governance Representation* procedure approved by Executive Committee motion E2023-02-14-6. Updated to remove redundancies and General Faculties Council rep, which is captured in the Board of Governors and General Faculties Council Representation procedure.



May 29, 2024: *University Governance Representation* procedure approved by Executive Committee motion 2024-05-29-1. Updated to change recognition being in the form of a 'gift card' to being a cash honourarium.

December 11, 2024: *University Governance Representation* Procedure approved by Executive Committee motion 2024-12-11-6 on the recommendation of the Procedure Sub-Committee. Updates numbers of Student -at-Large committee members in Appendix A.