

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

Committee Name	Number of Student at Large Representatives
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
School of Continuing Education Council	2
Library Advisory Council	6
Research Ethics Board	3
Animal Research Ethics Board	2
Sexual Violence Prevention, Education, Committee	3
United Way Committee	2
Book of the Year Committee	2
Total Student Representatives	52



Fact Sheet

Approvals:

First Approval – April 30, 2014

Last Approval – May 29, 2024

Date of Last Review: May 29, 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.