



## POLICY 2.06

### COUNCIL GOVERNANCE

#### *Student Representatives on AU Committees*

#### **POLICY INTENT**

Athabasca University provides a number of opportunities for students to sit on university committees. Generally, AUSU is approached to locate or appoint a student representative as needed. To recognize the importance of ensuring that proper student representation is available for AU committees, this policy outlines AUSU's student representative management strategy.

#### **POLICY RESPONSIBILITY**

Council

#### **POLICY**

##### **Executive Role**

- 2.06.01 At the beginning of the executive term year, or at any point as necessary the executive councillors will review demands and requirements of all AU governing bodies and committees and ensure that AUSU representation exists in all possible circumstances.
- 2.06.02 In consideration of time, availability and impact, the executive council will use the following means to fill the committees:
- a) Appoint an executive councillor to the committee or body if possible; or
  - b) At the discretion of the executive committee, or if no suitable executive councillor is available to fill the position, move to the committee application process outlined below.

##### **Committee Application Process**

- 2.06.03 For all committee positions that remain available following the process presented in 2.06.02, council will attempt to appoint a representative from AUSU council.
- 2.06.04 Committee openings that are advertised to AUSU councillors shall include the name and scope of the committee, the approximate time required, financial compensation (if applicable), and any possible or required methods of participation (e.g., meeting attendance by teleconference, videoconference, online, or in person).

- 2.06.05 Councillors applying for committee positions will be asked to submit an application form and details of their availability to attend committee meetings, either in person or by virtual means.
- 2.06.06 If no suitable representative can be found within council, AUSU shall attempt to fill the position from the general AUSU membership. The opening shall be posted for a minimum of 7 days on the AUSU website, and other alternate spaces as appropriate, inviting applications from the membership.
- 2.06.07 Committee openings that are advertised to the AUSU membership shall include the name and scope of the committee, the approximate time required, financial compensation (if applicable), and any possible or required methods of participation (e.g., meeting attendance by teleconference, videoconference, online, or in person).
- 2.06.08 Non-councillors applying for committee positions will be asked to submit an application form and details of their availability to attend committee meetings, either in person or by virtual means.

### **Selection**

- 2.06.09 All applications for committee positions will be submitted to the executive council, who will review the applications and make a selection based on the availability, experience, and skills expressed by the applicants.
- 2.06.10 If the committee member is to be an AUSU councillor, the executive council may carry a motion to appoint the councillor and report to council on the decision.
- 2.06.11 If the committee member is to be an AUSU member-at-large, the executive council will make a recommendation to council to appoint the member as AUSU's elected representative on the committee or body.

### **Reporting**

- 2.06.12 Representatives on external committees will complete and submit a report for inclusion in the next council meeting document package.
- 2.06.13 Council will make every effort to keep student-at-large committee members apprised of any information that may assist the representative in providing the viewpoint of AU students as a whole.
- 2.06.14 Representatives on AU committees must attend all regularly scheduled formal council meetings to remain up to date on council initiatives, and the needs and concerns of the AU student body.
- 2.06.15 All committee representatives will adhere to all applicable privacy legislation and any additional confidentiality requirements imposed by AU or AUSU.

2.06.16 Student-at-large members, as representatives of AUSU, shall be subject to all AUSU policies.

### **Financial Compensation**

2.06.17 AUSU may choose to offer financial compensation to councillors or student-at-large members of AU committees if council feels that the requirements of the committee merit remuneration.

2.06.18 Should council decide that financial compensation is appropriate, the amount of this compensation will be determined on a case-by-case basis, but will not exceed the amount paid to AUSU councillors for serving on internal AUSU committees.

### **Removal and Reappointments**

2.06.19 Representatives on committees who fail to comply with this policy may be replaced with a new representative, or removed from the committee by a vote of council.

2.06.20 Some AU committees have set durations, and there may be an opportunity to renew membership on a committee at the end of a term. When a committee term comes to an end, AUSU will review the position and determine if the representative's position is extended or if a new representative will be appointed.

## **RELATED REFERENCES, POLICIES, PROCEDURES AND FORMS**

### **This Policy References:**

None

### **This Policy is Referenced by:**

None

### **Forms:**

Under development

## **POLICY HISTORY**

Original Approval Date: November 21, 2005

Last Review Date: January 15, 2018

Review by Date: December 2019