



## POLICY 2.09

### COUNCIL GOVERNANCE

#### *Delegation of Authority*

#### **POLICY INTENT**

To ensure that the lines of accountability and authority for AUSU staff, executive and councillors are clearly defined.

#### **POLICY RESPONSIBILITY**

Council

#### **POLICY**

- 2.09.01 AUSU council shall hire an executive director, on the executive’s recommendation, having the authority and responsibility to manage the resources of AUSU and implement the policies approved by council.
- 2.09.02 The executive director shall develop and maintain organizational structure for the staff and council.
- 2.09.03 The responsibility for human resource oversight rests with the executive; unless otherwise required by policy, human resources management is delegated to the executive director.
- 2.09.04 The following details the authority level and functions of the various staff and councillor groups:

#### **AUTHORITY LEVEL – FUNCTION**

Council	Exercises the powers and responsibilities of the AUSU per the PSLA by enacting policies that set expectations consistent with the bylaws, monitoring adherence to those policies, and overall financial oversight.
Executive	Acts on behalf of council, as detailed in the executive portfolios, or when time constraints prevent an action of council.
Executive Director	Directs, manages, and oversees all operational and administrative aspects of AUSU’s activities and is responsible to council;

Recommends policy matters to council;  
Has custody of the seal of AUSU;  
Signs or certifies all documents requiring AUSU certification; and  
Makes decisions on operational issues.

Support Staff      Implement all operational and administrative activities within area of responsibility  
  
Present to the executive director any operational issues or concerns and recommends potential modification of existing policies and procedures.

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

**This Policy References:**

AUSU Policy 5.02 Human Resource Management: Staff Hiring

**This Policy is Referenced by:**

AUSU Policy 5.03 Human Resource Management: Staff Management

**Forms:**

None

**POLICY HISTORY**

Original Approval Date:      January 15, 2007  
Updated Date:                      February 13, 2018 (formal)  
Mandatory Review by Date:      February 2020