



POLICY 4.09

ADMINISTRATION

Membership in Good Standing – Removal and Reinstatement

POLICY INTENT

To outline the procedure for reinstating a member to good standing by resolution of council.

POLICY RESPONSIBILITY

Council

POLICY

Removing a Member from Good Standing

Not in Good Standing

- 4.09.01 Members may be found not in good standing if:
- a) they fail to adhere to AUSU articles, bylaws, the Code of Ethics and Professional Responsibility, or written policy;
 - b) their conduct is detrimental to AUSU, its council, or its members as determined by council in its sole discretion; or
 - c) for any other reason that council in its sole and absolute discretion considers to be reasonable, having regard to the purpose of AUSU.

Resolution Process

- 4.09.02 Any resolution of council regarding member standing must go through due process. Due process is as follows:
- a) a request to remove good standing from a member shall be brought forward in the form of a complaint to the president, who will bring the matter to the executive;
 - b) the complaint must include, in writing, all available details of the event(s) and/or conduct that the complainant is aware of, and copies of any correspondence or other supporting materials that the complainant has access to;
 - c) the executive will decide by motion if there are reasonable grounds to continue with the removal process and may consult with the accused member to help make this determination;

- d) if it is determined that there are reasonable grounds to proceed with the removal process, AUSU staff or executives may conduct further investigation of the facts and circumstances around the complaint at their sole discretion;
- e) executive must notify the accused in writing at least 10 calendar days prior to the next scheduled meeting of council that a motion to remove them from good standing has been proposed for that meeting;
- f) specifics of the complaint and subsequent removal process must be provided in writing to the accused and to council at the time of notification, and shall include:
 - i. the exact motion(s) that will be on the meeting agenda;
 - ii. details of the investigation and findings;
 - iii. all relevant information that was considered by the executive and that will be provided to council supporting the motion; and
 - iv. information on how the accused can present their defense/rebuttal.
- g) the accused is entitled to present a defense/rebuttal to the complaint in writing to council, however council will not discuss the motion in any way prior to the motion being duly put forward at a council meeting;
- h) discussion of the motion to remove good standing shall be held in camera;
- i) the vote will be held as a secret ballot to be conducted in a manner agreed upon by council;
- j) a 2/3 majority is required to remove a member's good standing;

Disclosure

- 4.09.03 The results of a motion to remove a member's good standing will be included in the public meeting minutes.
- 4.09.04 Executive may choose to consult with the AUSU legal counsel in matters of member standing.

Reinstating Members Not in Good Standing

Application

- 4.09.05 Members that are not in good standing, as a result of a motion of council, may make a request to be reinstated as a member in good standing.
- 4.09.06 Members must remain not in good standing for at least 24 months before being eligible to return as a member in good standing.
- 4.09.07 Decisions on membership standing are the responsibility of council.

Process

- 4.09.08 Members not in good standing shall fill out a Return to Good Standing Request Form and submit it to the AUSU office.
- 4.09.09 The Return to Good Standing Request Form shall include, at minimum:
 - a) name, address, contact information, and student number for the member making the request;

- b) a brief description of the circumstance that led to removal;
- c) a description of why the member wants to return to good standing; and
- d) any other information that the member wishes council to know.

4.09.10 The AUSU staff will gather any information related to the original motion and provide it to the executive, which may include:

- a) meeting minutes from the original motion;
- b) documentation provided to council in support/defense of the original motion; and
- c) any other information that may be on file related to the original motion.

4.09.11 The executive will review the information and may determine further information is required for consideration by council, such as:

- a) contacting the councillors who voted on the original motion;
- b) clarifying any information that is not clear that was provided by the applicant; and/or
- c) consulting legal counsel.

4.09.12 The request and all supporting information shall be presented for vote at a meeting of council no more than 90 days from receiving the completed Return to Good Standing Request form.

Determination

4.09.13 Discussion and voting shall take place at a meeting of council.

4.09.14 The applicant may choose to be present at the meeting and shall have an opportunity to speak to council about their request and answer any questions that council may have, either publicly or in camera.

4.09.15 Deliberation and voting shall take place in camera.

4.09.16 The results of the motion shall be part of the official meeting minutes and made public.

Re-appointment and Re-application

4.09.17 If the motion to reinstate a member to good standing is successful, the member's good standing shall be effective immediately.

4.09.18 If the motion to reinstate a member to good standing is not successful, the member will remain not in good standing and cannot reapply for 24 months from the date of application.

RELATED REFERENCES, POLICIES, PROCEDURES AND FORMS

This Policy References:

AUSU Bylaws

This Policy is Referenced by:

None

Forms:

Return to Good Standing Request Form

POLICY HISTORY

Original Approval Date: March 14, 2019

Updated Date: March 14, 2019 (formal)

Review by Date: March 2021