



BYLAWS

STUDENT ASSOCIATION OF ATHABASCA UNIVERSITY

known as Athabasca University Students' Union

PREAMBLE

Legal and Common Name

The legal name of the organization, as prescribed by the Post-Secondary Learning Act of Alberta, is The Students' Association of Athabasca University.

The commonly used name of The Students' Association of Athabasca University is "Athabasca University Students' Union" or "AUSU", and any reference to this name shall mean The Students' Association of Athabasca University.

The Constitution of Athabasca University Students' Union (AUSU)

The Constitution of Athabasca University Students' Union (AUSU) is the Post-Secondary Learning Act of the Province of Alberta. This act contains the fundamental rules AUSU Council follows in exercising power to govern AUSU.

The Bylaws

The following articles set forth the bylaws of AUSU.

ARTICLE 1: DEFINING AND INTERPRETING THE BYLAWS

- 1.01 In these bylaws:
- a. "Council" means the Council of the AUSU, as constituted by statute of the province of Alberta;
 - b. "Council goals" shall mean the plans outlining the specific goals and supporting action plans to be achieved by Council over a specified time period;
 - c. "Councillor" means any elected member of Council;
 - d. "Indigenous Circle at AUSU" means the Indigenous Circle at AUSU, as constituted by Council;
 - e. "legislation" means
 - i. AUSU bylaws,
 - ii. AUSU position policies,
 - iii. AUSU operating policies, and
 - iv. AUSU procedural rules or regulations as contained in documentation adopted or approved by Council.
 - f. "special resolution" means a Council resolution that is:

- i. passed by a two thirds majority on first reading at a public Council meeting,
 - ii. passed by a two thirds majority on second reading at a public Council meeting held no sooner than 21 days and no longer than 90 days from the first reading, and
 - iii. where the membership was provided with 21 days' advance notice of the public Council meeting at which the first reading of a resolution will be brought forward which notice includes the wording of the proposed resolution.
- g. "standing committee" means
- i. the Awards Committee,
 - ii. the Equity, Diversity, and Inclusion Committee,
 - iii. the Executive Committee,
 - iv. the Finance Committee,
 - v. the Member Engagement and Communications Committee, or
 - vi. any other committee designated as a standing committee or defined by an approved terms of reference by Council.
- h. "Strategic Plan" shall mean the master plan for the Students' Union addressing the overall organizational objectives of the Students' Union as a whole during the life of the plan.
- i. "Students' Union" means The Students' Association of Athabasca University, as incorporated by statute of the province of Alberta, namely the Post-Secondary Learning Act, commonly referred to as Athabasca University Students' Union (AUSU).

- 1.02 The following rules must be applied in interpreting these bylaws:
- a. singular and plural: words indicating the singular number also include the plural, and vice-versa.
 - b. headings: they do not affect the interpretation of these bylaws. They are for convenience only.
 - c. liberal interpretation: these bylaws must be interpreted broadly and generously, subject, where required, to the laws of the province of Alberta, and Canada.

- 1.03 Council is the official interpreter of these bylaws if there is any uncertainty as to their meaning. All such interpretations shall be final and binding.

ARTICLE 2: OBJECTIVES

- 2.01 The objectives of AUSU are as follows:
- a. to provide for the administration of student affairs at Athabasca University, including the following:
 - i. the development and management of student committees;
 - ii. the development and enforcement of rules relating to student affairs; and
 - iii. the promotion of the general welfare of the students consistent with the purposes of Athabasca University.
 - b. Support AUSU Members in achieving their educational goals through the provision of services that enhance student life at Athabasca University;
 - c. Represent the interests of AUSU Members to decision-making boards and committees, including those of:
 - i. Athabasca University;
 - ii. student advocacy groups;

- iii. relevant municipal, provincial, and federal government agencies, and
- iv. any other organization concerned with the development of advanced education and the betterment of student welfare.

ARTICLE 3: MEMBERSHIP

Members

- 3.01 Members of the Students' Union are the current students of Athabasca University (AU), other than students enrolled only in non-credit courses or graduate students, as prescribed by the Post-Secondary Learning Act of Alberta.
- 3.02 For administrative purposes of identifying Members at any given point in time, the Students' Union shall arrange with Athabasca University to receive a list of students who are currently registered in an undergraduate course.
- 3.03 Honorary Member status may be granted to individuals by Council resolution, but such individuals shall not be considered Members of the Students' Union.
- 3.04 Members of the Students' Union shall have the following rights:
- a. to vote in all Council elections, plebiscites, and referenda;
 - b. to be elected and serve as a Councillor unless they are:
 - i. currently a paid employee of the Students' Union, or have been within the last 24 months;
 - ii. currently a Member not in good standing; or
 - iii. currently in litigation with the Students' Union;
 - c. to serve as a representative of the Students' Union, when designated by Council;
 - d. receive notice of and attend Council meetings;
 - e. to participate in the activities of the Students' Union;
 - f. to partake in the services of the Students' Union;
 - g. to address Council on any matter within the authority of Council; and
 - h. to exercise any other right inherent in these bylaws.
- 3.05 Past Members may make a request to Council to receive advocacy for any issue arising during their membership. The decision of Council pursuant to such a request will be final.

Resignation

- 3.06 Members of the Students' Union may resign membership by presenting a signed letter of resignation to Council, which shall take effect upon receipt, and shall not be rescinded.
- 3.07 Resignation of membership does not exempt the resigned Member from paying the Students' Union membership fees as collected by AU.

Membership Standing

- 3.08 Members shall be considered to be in good standing unless:

- a. they have failed to pay a debt to the Students' Union;
- b. they have been removed from good standing by a Council resolution, including being removed from Council according to AUSU policy.

- 3.09 A Member who is not in good standing can regain good standing by:
- a. paying the full amount of any debt due to the Students' Union, and
 - b. being declared to have returned to good standing by a Council resolution.

- 3.10 Revocation of good standing does not exempt the Member from paying the Students' Union membership fees as collected by AU.

- 3.11 A Member who is not in good standing will have all membership rights with the exception of running for or serving on Council.

Membership

- 3.12 The Students' Union will levy a membership fee to all AUSU Members.

- 3.13 The Students' Union membership fee shall be based on a value per credit hour for any Athabasca University undergraduate course, as per the membership fees policy.

- 3.14 A resolution to change the membership fees shall be by special resolution.

- 3.15 The Students' Union membership fees are refundable in the following circumstances:
- a. AU approved compassionate cases; or
 - b. AU approved course withdrawals, which take place before the course start date.

ARTICLE 4: STUDENTS' COUNCIL

- 4.01 As determined by the Post-Secondary Learning Act of Alberta, the students' Council exercises the powers and responsibilities of AUSU by enacting policies that set expectations for AUSU consistent with these bylaws, and by monitoring adherence to those policies.

- 4.02 Council is composed of:
- a. Students that are elected by and from the Members of the AU Students' Union.
 - b. No less than three (3) and no more than thirteen (13) Councillors.

Chair

- 4.03 The President shall chair, or ensure the selection of a chair, to preside over all meetings of the Students' Union and Council.

Eligibility

- 4.04 All members of Council are required to be in good standing with the Students' Union.

- 4.05 Councillors must not be on academic probation as per Athabasca University's Undergraduate Academic Standing Policy and not have active sanctions for misconduct

as per the Academic or Non-Academic Misconduct Policies.

4.06 Councillors must successfully complete at least one (1) course during each term year.

4.07 On an annual basis, when initiated by AUSU staff, Councillors must declare continued eligibility to serve on Council and submit a current transcript to enforce the course completion requirement.

Terms

4.08 All Councillors shall be elected on a biennial basis.

4.09 Councillors shall serve until the next general election as prescribed by the Students' Union election policy, or their removal or resignation from Council, whichever occurs first.

Vacancies

4.10 Vacancies on Council will be filled as per policy on by-elections.

4.11 In the event of a vacancy in the office of President or Vice President, the vacancy shall be filled in accordance with policy on election of executive officers.

Resignation

4.12 Any Councillor wishing to resign must do so in writing to the President.

4.13 The President shall table in a public Council meeting any letters of resignation they receive.

4.14 Resignations take effect on the date specified in the letter of resignation or, if no such date is specified, on the date that the letter is tabled in a public Council meeting.

Removal

4.15 Council has the authority to remove a Councillor through a resolution to remove.

4.16 A resolution to remove a Councillor must be made in good faith and only for one or more of the following reasons:

- a. A significant breach or multiple breaches of the Students' Union attendance policy. It is required that such contraventions be supported by following the requirements of the attendance policy.
- b. A significant breach or multiple breaches of the Students' Union policies. It is required that such contraventions be supported by following the requirements of the discipline policy.
- c. A significant breach or multiple breaches of the Students' Union bylaws. It is required that such contraventions be supported by following the requirements of the discipline policy.

- 4.17 The first reading will include a presentation of the case for removal where the respondent(s) shall be given the opportunity to respond to the case and provide explanations or other perspectives.
- 4.18 All debate on a resolution to remove a Councillor shall occur in-camera.
- 4.19 Once a resolution to remove has passed in first reading, the Councillor is placed on a paid suspension. They will be relieved of the responsibilities of their position on Council and cannot act in any official capacity on behalf of the Students' Union.
- 4.20 Once a resolution to remove has passed in second reading, the Councillors position on Council shall be declared vacant.
- 4.21 A Councillor who has been removed from Council is no longer a Member in good standing.
- 4.22 Any person who ceases to be a Councillor shall be removed from any Students' Union office that is the result of their position on Council or of which their position on Council is the result.
- 4.23 The Students' Union shall immediately recommend that any Councillor who ceases to be a member of Council be removed from any office in an external organization that results from their position on Council.
- 4.24 If the Councillor is an executive Councillor, the Students' Union will:
- a. immediately contact both the Athabasca University Board of Governors and the Ministry of Advanced Education to notify them that the removed individual is no longer recognized by the Students' Union, if applicable; and
 - b. request the Ministry of Advanced Education that the removed individual be relieved from their responsibility as a member of the Athabasca University Board of Governors, if applicable.

Proxies and Councillor-Designates

- 4.25 There will be no allowance for proxies or Councillor designates within the Council.

Remuneration

- 4.26 Council shall set rates for remuneration of Councillors.

ARTICLE 5: COUNCILLOR ELECTIONS

- 5.01 Council will hold a general election within 25 months of the most recently held general election.
- 5.02 Any Member in good standing may submit to Council or designate a self-nomination together with the individual's written consent to act, if elected, provided they:

- a. have successfully earned a minimum of three (3) Athabasca University undergraduate credits (credits from challenges, transfers from other institutions, or PLAR do not apply), and
 - b. are not on academic probation as per Athabasca University's Undergraduate Academic Standing Policy and not have active sanctions for misconduct as per the Academic or Non-Academic Misconduct Policies.
- 5.03 The election shall be the responsibility of Council or designate and shall involve a process of secret ballots as defined within Councils polices on elections.
- 5.04 At any general election or by-election, each Member shall be entitled to vote for as many Councillors as there are vacancies to be filled on Council.

ARTICLE 6: EXECUTIVE COUNCILLORS

- 6.01 Council shall elect, by a vote of Council and by secret ballot, a President, a Vice President of External (VPEX), a Vice President of finance and administration (VPFA), and a Vice President Community and Wellness from among the current Councillors.
- 6.02 Executive Councillors shall be elected on an annual basis.
- 6.03 Executive Councillors shall serve until the next Executive election as prescribed by the Students' Union election of Executive Councillors policy, or their removal, or resignation from the Executive Committee, whichever occurs first.
- 6.04 An Executive Councillor may serve up to three consecutive terms or part thereof in the same office.
- 6.05 After a period of six months or more not serving in a given office, a three-term Executive Councillor may serve up to two additional terms in that office.
- 6.06 Council has the authority to remove an Executive Councillor from office with a resolution to remove.
- 6.07 A resolution to remove an Executive Councillor must be made in good faith and only for one or more of the following reasons:
- a. A significant breach or multiple breaches of the Students' Union attendance policy. It is required that such contraventions be supported by following the requirements of the attendance policy.
 - b. A significant breach or multiple breaches of the Students' Union policy. It is required that such contraventions be supported by following the requirements of the discipline policy.
 - c. A significant breach or multiple breaches of the Students' Union bylaws. It is required that such contraventions be supported by following the requirements of the discipline policy.

- 6.08 The first reading will include a presentation of the case for removal where the respondent(s) shall be given the opportunity to respond to the case and provide explanations or other perspectives.
- 6.09 All debate on a resolution to remove an Executive Councillor shall occur in camera.
- 6.10 Once a resolution to remove has passed in first reading, the Executive Councillor is placed on a paid suspension. They will be relieved of the responsibilities of their position on Executive Committee and cannot act in any official capacity on behalf of the Students' Union.
- 6.11 Once a resolution to remove has passed in second reading, the Executive Councillor's position on Executive Committee shall be declared vacant.
- 6.12 An Executive Councillor who has been so removed from office may remain as an AUSU Councillor, if approved by Council.

Executive Vacancy

- 6.13 In the event of a vacancy of an Executive Councillor, Council shall hold an Executive election to fill the vacant office as soon as reasonably possible or practical.
- 6.14 The timing of an Executive election to fill a vacancy will be determined by Council.
- 6.15 The office of President may not be vacant. If an Executive election cannot take place before an outgoing President leaves office, the Vice President External shall accept the office of President immediately upon its becoming vacant and remain in that position for the remainder of the current term of office. The office of Vice President External will then be filled by Executive election.
- 6.16 That the Vice President External will serve out the remainder of the preceding President's term will be subject to ratification by Council. If this is not ratified, an Executive election will be held to fill the office of President, and the Vice President External will revert to that office.

Remuneration

- 6.17 Council shall set rates for remuneration of Executive Councillors.
- 6.18 Executive compensation shall be reviewed in the 3rd quarter of the second year in each two-year Council term, and set for the next Council prior to the commencement of its term.
- 6.19 Council may reduce the compensation level at any time if deemed necessary based on a significant change in Students' Union financial resources.

- 6.20 A special resolution is required to increase Executive Councillor compensation by more than 10%.

President

- 6.21 The President shall:
- a. develop and maintain awareness of significant issues that impact students;
 - b. be the primary spokesperson for the Students' Union;
 - c. oversee the affairs and operations of the Students' Union;
 - d. advocate on behalf of the Students' Union to Athabasca University;
 - e. represent undergraduate students on the Board of Governors and General Faculties Council;
 - f. call meetings of Council and coordinate the efforts of Council and AUSU executives to ensure fulfillment of AUSU's Strategic Plan and mandate;
 - g. lead and coordinate the Students' Union's efforts on advocacy issues internal to Athabasca University; and
 - h. perform any other duties as required by Council or by AUSU policy.

Vice President External (VPEX)

- 6.22 The Vice President External shall:
- a. develop and maintain awareness of significant issues external to Athabasca University that impact students;
 - b. advocate on behalf of the Students' Union to the federal, provincial, and municipal governments;
 - c. lead and coordinate the Students' Union's efforts on advocacy external to Athabasca University;
 - d. exercise the duties of President when the President is unable or unwilling to do so;
 - e. fill the role of President immediately upon it becoming vacant according to section 6.04; and
 - f. perform any other duties as required by Council or by AUSU policy.

Vice President Finance and Administration (VPFA)

- 6.23 The Vice President Finance and Administration shall:
- a. develop and maintain awareness of the Students' Union's operations and finances;
 - b. oversee the legislative and financial aspects of the Students' Union, including but not limited to:
 - i. the Students' Union's budget process;
 - ii. the Students' Union's legislation creation, maintenance, and review process;
 - iii. the creation and storage of minutes of all meetings, financial records, legislation, correspondence, and other records of the Students' Union and of Council; and
 - iv. the availability of relevant and appropriate documentation to the membership.
 - c. perform any other duties as required by Council or by AUSU policy.

Vice President Community and Wellness

- 6.24 The Vice President Community and Wellness shall:

- a. promote mental health initiatives and advocacy at Athabasca University and AUSU;
- b. provide leadership and support to equity-deserving student communities and equity initiatives;
- c. promote community-based initiatives and social justice initiatives at Athabasca University and AUSU;
- d. promote sexual and gender-based violence prevention initiatives and advocacy at Athabasca University and AUSU;
- e. promote Member engagement and communications;
- f. plan student events, develop policies as needed and research Council training opportunities;
- g. chair AUSU Committees as per AUSU policies; and
- h. perform and other duties as required by Council or by AUSU policy.

Additional Executive Councillors

- 6.25 Council may create any other Executive Councillor position that Council deems necessary, and in doing so, may delegate a portion of the responsibilities of the other Executive Councillors to the position.

Executive Director

- 6.26 The Executive Director shall:
- a. hold the authority to exercise powers and responsibilities of AUSU consistent with these bylaws, and otherwise assigned within the AUSU policies;
 - b. hold the authority to hire staff, negotiate terms of employment with, manage, review the performance of, and if needed, release the staff of AUSU, as per policy;
 - c. consult with the Executive Committee in the performance of his or her duties;
 - d. report directly to the Executive Committee and more broadly to Council as required by these bylaws and AUSU policy.
 - e. act in good faith to ensure compliance with AUSU bylaws and policies.

ARTICLE 7: MEETINGS

Frequency

- 7.01 Council will hold a minimum of nine public Council meetings per calendar year.

Attendance

- 7.02 Council will set policy on attendance requirements for Council, committees of Council, and any other meetings where someone is a designated representative of the Students' Union.

Notice

- 7.03 Notice of all public Council meetings will be advertised to the membership in advance.

Quorum

- 7.04 Council quorum is a majority of its current voting membership.
- 7.05 Committee quorum is a majority of its current voting membership unless otherwise specified in the terms of reference for that Committee.

Voting

- 7.06 The chair of any meeting will decide how votes are to be expressed and tabulated based on the most reasonable means available in the situation.
- 7.07 A secret ballot will be used at a Council meeting if a Councillor requests it.
- 7.08 The chair does not have a second vote in the case of a tie vote.
- 7.09 If there is a tie vote, the resolution is defeated.

Rules of Order

- 7.10 Where legislation or AUSU policy does not contradict it, Robert's Rules of Order shall be observed at all Council meetings and Students' Union committees.
- 7.11 Council may adopt special rules of order that govern its proceedings where not otherwise inconsistent with these bylaws.

Meeting Records

- 7.12 All public Council meetings will be recorded, and those minutes will be made available to Members.
- 7.13 All in-camera sessions of Council meetings will be recorded, and those minutes will be classified as confidential and made available only to Council.
- 7.14 Any action items or decisions made at non-public Council meetings will be recorded in the minutes of the next public Council meeting.

Non-public Meetings

- 7.15 Council, any standing committee of Council, or any other committee of Council, may hold non-public meetings, in addition to that body's regular meetings, for the purposes of disseminating information or discussing issues.
- 7.16 Attendance at non-public meetings, including informal Council meetings, may be restricted to the members of the body that is meeting.
- 7.17 If attendance at non-public meeting is restricted, notice need only be provided to those eligible to attend the meeting.

- 7.18 Informal meetings will be clearly designated as such in any meeting notice, at the beginning of the meeting, and in any documentation stemming from the meeting.
- 7.19 No decisions which would normally require a resolution at a regular meeting will be made at a non-public meeting.
- 7.20 Minutes of informal meetings are not required, although summaries of discussions or action items stemming from the discussions may be created for information purposes.

Members' Meeting

- 7.21 A Members' meeting shall be held annually to present information about the operations, management, and activities of the student's union and Council to the membership, and to hear the membership's concerns and opinions.
- 7.22 At a minimum, Council will present to the membership the following:
 - a. audited financial statements;
 - b. any changes to bylaws made since the last Members' meeting; and
 - c. an annual report describing the overall operations of the Students' Union.
- 7.23 At a Members' meeting, the membership may present recommendations to Council, ask Council to investigate or consider issues, services, or suggestions, or express an opinion to Council related to the Students' Union.
- 7.24 Council shall arrange and facilitate the Members' meeting by any means it deems appropriate, and in a manner designed to encourage Member access and participation.
- 7.25 Notice shall be provided to all Members no less than 21 days in advance of the meeting by:
 - a. posting a notice on the Students' Union website;
 - b. e-mailing Members who are on the most recent membership list; and
 - c. any additional means Council deems appropriate.
- 7.26 Notice shall include information about all available methods of attendance and participation.
- 7.27 Additional Members' meetings may be held at the discretion of Council.

ARTICLE 8: LEGISLATION

- 8.01 Bylaws:
 - a. are directives perpetually requiring and/or prohibiting action on the part of the Students' Union;
 - b. are adopted, amended, or rescinded by in whole or in part, according to Article 15; and
 - c. do not expire.
- 8.02 Position policy:

- a. is a directive to Council which dictates what issues the Students' Union advocacy efforts should be directed towards;
- b. prohibits any person from representing any opinion divergent from the Students' Union position policy as being the opinion of the Students' Union;
- c. is not binding on the Students' Union except as noted;
- d. is adopted, amended, or rescinded on a simple majority vote of Council; and
- e. does not expire but shall be reviewed according to policy.

8.03 Operating policy:

- a. are regulations that govern the day-to-day operations of the Students' Union, providing ongoing instructions to members of Executive Committee and staff;
- b. are adopted, amended, or rescinded on a simple majority vote of Council; and
- c. shall be reviewed according to the policy.

ARTICLE 9: INDIGENOUS CIRCLE AT AUSU AND STANDING COMMITTEES OF COUNCIL

- 9.01 Standing committees have the authority to make recommendations to Council on matters related to their mandates but not explicitly set out in these bylaws.
- 9.02 Council has the authority to require recommendations from standing committees on matters related to their mandates but not explicitly set out in these bylaws.
- 9.03 Standing committees will have terms of reference which are approved by Council.
- 9.04 The Indigenous Circle at AUSU will have terms of reference which are approved by Council after being developed by Indigenous Members.

ARTICLE 10: NOMINATIONS TO UNIVERSITY BODIES

- 10.01 The two individuals nominated as representatives of the Students' Union to the Athabasca University General Faculties Council (GFC) and Athabasca University Board of Governors shall be the AUSU President and an AUSU Councillor designated by the Executive Committee.

ARTICLE 11: ACCESS TO STUDENTS UNION INFORMATION

Access to Information

- 11.01 Public information is available to all Members of the Students' Union.
- 11.02 Confidential information is available to
 - a. Councillors;
 - b. such staff as the President considers appropriate;
 - c. such members of committees as the chair of the committee considers appropriate; and
 - d. any individuals designated by Council.

Classification

- 11.03 Every Students' Union document or record that is not confidential is public.
- 11.04 Every Students' Union document or record is confidential that has been specifically designated as such by Council, in legislation or:
- a. relates to the employment of any Students' Union staff;
 - b. includes the minutes or otherwise reveals the discussions of any in-camera portion of a Council meeting or any committee thereof;
 - c. any correspondence or attachments sent or received through email using the domain @ausu.org unless otherwise authorized to be released;
 - d. reports or other informational documentation from informal meetings;
 - e. could compromise the legal position of the Students' Union if divulged;
 - f. contains personal information of any individual; or
 - g. is a draft version of a report, meeting minutes, proposal, or any other document not yet approved by its originating body.

Non-Disclosure

- 11.05 No person having access to confidential documents or records, or to in-camera sessions of Council or any committee thereof, shall disclose the content of any such document, record, or session to any person not otherwise privy to that information.

ARTICLE 12: STUDENTS' UNION FINANCES

Fiscal Year

- 12.01 The fiscal year of the Students' Union lasts from October 1 until the following September 30.

Audit

- 12.02 The Students' Union's financial statements shall be audited annually by a qualified accountant appointed by Council.
- 12.03 Council shall approve each fiscal year's audited financial statements before the conclusion of the ensuing fiscal year.

Reserves

- 12.04 The Students' Union reserves are:
- a. the unrestricted reserve,
 - b. the contingency reserve,
 - c. *The Voice Magazine* internally restricted funds reserve; and
 - d. any other internally restricted reserve that may be created by Council resolution from time to time.
- 12.05 The unrestricted reserve shall be used for the operations of the Students' Union as provided for in the operating budget.

- 12.06 The contingency reserve shall be maintained to ensure that the organization has adequate funds in the event of unexpected costs or unexpected fluctuations in revenue. A minimum balance for the contingency reserve shall be set by Council in operational policy.
- 12.07 *The Voice Magazine* internally restricted reserve funds shall be used for the administration and production of *The Voice Magazine*.
- 12.08 Other internally restricted reserves shall be used as designated by the Council resolution which created them.

Operating Budget

- 12.09 Council shall approve an operating budget before the beginning of each fiscal year.
- 12.10 In the event that Council does not approve an operating budget before the beginning of a fiscal year, that fiscal year's operating budget shall be identical to the previous year's operating budget until Council does approve an operating budget.
- 12.11 The operating budget shall include a budget allocation designated for *The Voice Magazine*.
- 12.12 The allocation will be based on a Council approved budget for *The Voice Magazine*.
- 12.13 The operating budget shall include an allocation designated to the contingency reserve if the contingency reserve has fallen below the minimum set in policy.

Signing Authority

- 12.14 All contracts that require approval of Council and all payments through cheque or electronic fund transfers must be signed or authorized by two (2) authorized signatories.
- 12.15 At least one such signature or authorization must be by the Vice President Finance and Administration or the President, unless they have delegated this authority to a different authorized signatory for the purpose of that approval.

ARTICLE 13: STUDENTS' UNION'S STRATEGIC PLAN

- 13.01 The purpose of the Students' Union's Strategic Plan and Council goals list is to:
- a. provide a framework under which the students union may pursue its long and short-term objectives,
 - b. provide a framework for objective evaluation of Council for itself and for the members.
- 13.02 The Students' Union is obligated to:
- a. develop, maintain, and use a Strategic Plan.
 - b. develop, maintain, and use Council goals which support the Strategic Plan and its components.

- 13.03 Councillors shall act as the stewards of the Strategic Plan on behalf of Council and the membership.
- 13.04 The Strategic Plan shall have a life of three years.
- 13.05 A special resolution shall be required in order to:
- a. ratify a Strategic Plan; and
 - b. amend the Strategic Plan in effect.

ARTICLE 14: MEMBER PETITIONS AND PLEBISCITES

- 14.01 Members may, by a petition or plebiscite, require Council to conduct a vote on and implement any resolution pertaining to the affairs of the Students' Union.
- 14.02 The petition or plebiscite is sufficient if it is signed by a minimum of 50 Members of the Students' Union.

ARTICLE 15: AMENDMENT

- 15.01 These bylaws may be amended, in whole or in part, by special resolution as defined in these bylaws.
- 15.02 Notice to Members will include the proposed bylaw amendments and the rationale behind the proposal, as well as details of the Member consultation opportunities prescribed by these bylaws.
- 15.03 Bylaw changes that are directly related to Indigenous students shall be amended in consultation with the Indigenous Circle at AUSU.

Member Consultation

- 15.04 The Students' Union will provide a minimum of two Member consultation opportunities, which may include town hall style meetings, online forums, or other as deemed appropriate by Council.
- 15.05 A minimum of three Councillors, including at least one Executive Councillor, must participate in each of the Member consultation opportunities.

ARTICLE 16: NO FORCE OR EFFECT

- 16.01 Any decision of Council that is in conflict with the statutes of Alberta or Canada or with the Common Law is of no force or effect.