



King's University College Students' Council

COUNCIL TERMS OF REFERENCE

EFFECTIVE	February 14, 2024	SUPERSEDES	N/A
AUTHORITY	Speaker	RATIFIED BY	The Board of Directors

PREAMBLE:

KUCSC serves a diverse range of students from different academic and social backgrounds, the Council is formed to promote participation by diverse range of students and help decision making on advocacy matters.

Scope

The Terms of Reference for Council will act as a guideline for the council, identifying the membership, the requirements and the authority of the body, at no times will be Council be responsible to act as the Governing body of the corporation, as such matters need to be dealt by the Board of Directors of the corporation.

Council Membership classes:

1.1 There shall be two (2) classes of Council Membership within the Corporation;

- (a) Voting Members, and;
- (b) Non-Voting Members.

1.2 Voting Class:

- (a) Each Voting Member shall be entitled to receive notice of, vote and attend every duly called meeting of the Council.

1.3 Non-Voting Class:

- (a) Each Non-Voting Member shall be entitled to receive notice of and attend every duly called meeting of the Council, however, shall not be entitled to vote.

2. Composition of the Council:

- (a) The Council shall be composed of both Voting Members and Non-Voting Members.

The Voting Members of Council, shall be;

1. The President of the KUCSC;
2. The Vice-President of Student Events, and;



King's University College Students' Council

COUNCIL TERMS OF REFERENCE

3. The Vice President of Student Affairs;
4. The Chief Communications Officer
5. The Chief Financial Officer

The Voting Student Representatives Members, shall be:

1. One (1) Representative - University Students' Council (USC)
2. One (1) Representative - First Year Off-Campus Student
3. One (1) Representative - First Year On-Campus Student
4. One(1) Representative - Accessibility
5. One (1) Representative - Black, Indigenous and Person of Colour
6. One (1) Representative - International Student
7. One (1) Representative - King's College Council
8. One (1) Representative - Second Year Students
9. One (1) Representative - Saint Peter's Seminary
10. One (1) Representative - School of Social Work Student Association
11. One (1) Representative - Mature Students
12. One (1) Representative - Graduating Class

The Voting Student Faculty Representatives Members, shall be;

1. One (1) Representative shall be enrolled in Honors French
2. One (1) Representative shall be enrolled in Honors English
3. One (1) Representative shall be enrolled in Honors Economics
4. One (1) Representative shall be enrolled in Honour's BMOS (Management and Organizational Studies)
5. One (1) Representative shall be enrolled in Honors History
6. One (1) Representative shall be enrolled in Honors Philosophy
7. One (1) Representative shall be enrolled in Honors Political Science
8. One (1) Representative shall be enrolled in Honors Psychology
9. One (1) Representative shall be enrolled in Honors Religious Studies
10. One (1) Representative shall be enrolled in Honors Sociology
11. One (1) Representative shall be enrolled in Honors Childhood and Youth Studies
12. One (1) Representative shall be enrolled in Honors Social Justice and Peace Studies
13. One (1) Representative shall be shall be enrolled in Honors Thanatology
14. One (1) Representative shall be shall be enrolled in Honors Disability Studies

Eligibility for Voting members

- (i) No person shall represent a constituency to which they do not belong to
- (ii) All voting members are elected in their roles as per the KUCSC Election Policy except the Seminary rep, who is appointed by the Seminary



King's University College Students' Council

COUNCIL TERMS OF REFERENCE

(iii) Shall maintain a minimum average of seventy (70%) per cent

The non-voting of the Council shall be;

- i. The Speaker of the Council;
- ii. The Deputy Speaker of the Council;
- iii. The Governance Associate, and;
- iv. All Commissioners and Coordinators.
- v. One Representative – King's University College Residence Council (KUCRC);

THE COMMITTEES OF THE COUNCIL

1. The Standings Committees or permanent Committees of the Council shall be;

- (1) Student Affairs committee
- (2) The Communications Committee;
- (3) The Student Events Committee;

2. Ad-hoc committees

- (1) From time to time, the Council may determine the necessity of the formation of an Ad-Hoc Committee. An Ad-Hoc shall be formed, dissolved, replaced, or amended by resolution of the Council Or Board of Directors to address the specific needs or objectives.
- (2) Subject to no Standing Committee having jurisdiction over the business that would be considered or transacted.

3. General Purpose and Duty

- (1) The purpose and duty of the Committees of the Council shall be:
 - i. To review, edit and make policies, that are within the jurisdiction of the Standing Committee, and;
 - ii. To provide a platform for the discussion of ideas.

4. Governance

- (1) The activities, affairs, and business of the Standing Committees of the Council shall be governed by, in order of preference, by the;
 - i. By-Laws;
 - ii. Policies and Procedure, and;
 - iii. Standing Committee Terms of Reference.

5. Membership

- (1) Every Voting Member of the Council can sit on a Standing Committee of the Council, except for;
 - i. The Speaker of the Council
 - ii. The USC Representatives
 - iii. The President, who shall sit ex-officio on all Standing Committees



King's University College Students' Council

COUNCIL TERMS OF REFERENCE

- (2) Every Non-Voting Member of the Council is entitled to join a maximum of three (3) Standing Committees of Council.
 - i. The Non-Voting Member's Membership on any Committee of the Council shall be non-voting.
- (3) Any Voting or Non-Voting Member who ceases to hold their Membership in the Corporation shall lose their Membership on a Committee.

6. Committee Chair

- (1) Every Committee shall have a Committee Chair elected by the Voting Members of the Committee at the first meeting of the Committee.