

Background:

The University Students Council (USC), University of Western Ontario (UWO), represents the interests of the under-graduate students of the University.

It is a nonprofit organization incorporated under the Ontario Nonprofit Corporations Act

In traditional nonprofit organizations lines of authority lies between board and staff, the board of directors provides oversight and direction of the organization and the Executive Director (staff) reporting directly to the board is responsible for the operations of the organization.

Student government however, operates a little differently. The USC of UWO has four (4) distinct groups:

- Board of Directors
- Student Council,
- Executive of the Council that includes both elected and appointed members
- USC Staff led by a Chief Operating Officer (COO)

This document will review each of these groups and articulate lines of authority consistent with the corporations act and appropriate for the representation of student interests.

Lines of Authority:

Board of Directors:

Membership:

Nine (9) voting members in total

- Eight (8) Western undergraduate students at large, with 2-year terms, elected by the members

- One (1) President/Chief Executive Officer, elected by the student body with a one-year term on the board

Board responsibility includes the following:

- Supervising the management of the Corporation, with a focus on human resources, labour-management relations, internal controls, audit, legal and insurance, leases and contracts, purchasing and capital expenditures, banking and investment, physical plant and UCC space usage, any other general corporate policies and the Gazette.

This level of board responsibility is consistent with a board's role of providing high level oversight and being the body that offers sober second thought to issues being brought to the table. It is important to note that the board in this role is responsible for overall risk management of the organization particularly as it relates to legal and financial matters. All such issues must be brought to the board and be approved by the board before any action may be taken.

Board Staff Relationship:

The Chief Operating Officer reports to the board of directors.
The President/CEO of Student Council supervises this staff role.

Student Council:

Membership: Forty Nine (49) in total

Forty-six (46) ordinary members (voting members). This includes constituency councillors, faculty and affiliate council presidents, ex-officio, representing the constituencies of the student body. Members are elected within their constituencies.

Term: One (1) years

The three (3) additional members to council, elected by the student body are:

- President/CEO (1 year term)
- Vice-President (1 year term)
- Speaker of student council

Council responsibilities include the following:

- Policies that relate to the democratic legitimacy granted to it through election to represent the interests of Western's undergraduate students. This shall include advocacy and student-interest policies and positions

There are currently four (4) standing committees of the student council

- Advocacy Standing Committee
- Student Experience Standing Committee
- Governance and Finance Standing Committee
- Agenda and Council Standing Committee

These committees bring issues with recommendations related to student experience appropriate to their portfolios to the council for consideration.

If issue is outside the scope of council and requires board deliberations, this issue will be moved through the CEO/President for board review and approval.

If issue is within the scope of council, the CEO/President and Vice-President will work with USC staff to operationalize.

Staff can and may be required to review all requests for feasibility assessments, with such reports to return to council through CEO/president and Vice President.

Council CEO/President Relationship:

The CEO/President is the link between council and staff and council and board
The CEO/President is a voting member of both council and board

Council Staff Relationship

There is no reporting relationship between council and COO

Student Council Executive:

Membership:

President (elected)
Vice-President (elected)
Student Programs Officer (elected)
Secretary-Treasurer (hired)
Communications Officer (hired)
Term 1 year

Executive Responsibilities include:

Managing the political affairs of the students' council, and for managing portfolios that deliver services, events and advocacy for undergraduate students at Western.

President:

Act as the chief advocate and representative for undergraduate student of Western University to all relevant stakeholder. These include, but are not limited to, Western University, the City of London, the provincial and federal governments, USC alumni, community partners and other external groups.

Vice-President:

Serve, alongside the President, as the chief advocate of undergraduate students to university administration and external bodies by serving as an ambassador of the USC.

Student Programs Officer:

Coordinate, facilitate and engage students in all services and programming that improves or enhances the undergraduate student experience

Communications Officer:

Ensure open lines of communication with students and support Council in their efforts to garner opinion and feedback

Secretary Treasurer:

Ensure effective management of corporate resources and endeavours, including oversight on allocations and strategic planning. Also ensure good governance of the University Students' Council through the organization, transparency and consistency of our guiding documents.

Relationship within the Executive:

President shall be responsible for the following:

Address and resolve any barriers that may get in the way of an Executive Officer completing her/his work duties as assigned;
Provide each Executive Officer with adequate training, staff, support and equipment in order to complete his or her assigned duties, in conjunction with the COO and the Management team of the Corporation;