



Brock University Graduate Students' Association

Document 028A

The Graduate Students' Association Senate Representatives Policy

Name

1. This Document shall be known as the "Senate Representatives Policy."

Purpose

2. To outline the structure and guidance on the role and responsibilities of the two (2) elected and/or appointed Senate Representatives of the Graduate Students' Association ("GSA"). Adding additional clarity to definitions provided in other GSA legislation and allowing for clear understanding as to the purpose of the role for all members of the organization, whether they hold the office currently, are responsible for their accountability, intend to run for the position in the future or are simply members of the graduate student population more broadly.

Qualifications

3. The Senate Representatives must abide by all qualifications set out in relevant GSA legislation and documentation, as well as any additional requirements imposed by external legislation (e.g. Brock University Faculty Handbook). Specific qualifications include:
 - a) At least eighteen (18) years of age on the day of election or appointment,
 - b) Have not been found under the *Substitute Decisions Act, 1992* or under the *Mental Health Act* to be incapable of managing property,
 - c) Have not been found to be incapable by any court in Canada or elsewhere,
 - d) Have not declared bankruptcy within the last six (6) years,
 - e) Legally entitled to be Director of a corporation in the Province of Ontario under the Ontario Not-for-Profit Corporations Act,
 - f) Be a registered graduate student at Brock University and Full member of the GSA at the time of their election or appointment and maintain membership in the corporation for the duration of their term of office.
 - g) Have not been removed from prior office by the Board of Directors ("the Board") under Article Eighteen of Document 001

Accountability

4. The Senate Representatives shall report concurrently to the President and the Board and be accountable to both.
5. The Senate Representatives shall have no authority to speak on behalf of the GSA and will defer all requests for information, media/public comments to the President.

Term



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6. The Senate Representatives shall be elected during the annual GSA election, normally held in March and at the time of the election the candidate must be a current graduate student.
7. The Senate Representatives shall retain part-time or full-time student status within a graduate program at Brock University during their term of office.
8. The Senate Representatives shall serve a term of one (1) year beginning the day following Spring Convocation and ending on the last day of Spring Convocation one (1) year later, as elected during the annual GSA election, normally held in March.

Remuneration

9. Senate Representatives shall receive no monetary compensation for their work, either directly or indirectly.

Vacancies

10. In the event of the resignation or forfeiture (upon failing to attend three (3) Senate meetings without providing prior written reason addressed to the Brock University Secretary of Senate), the Board may appoint a replacement or hold a recruitment process to appoint a replacement.

Responsibilities

11. The Senate Representatives shall serve as non-voting Director of the Board and attend monthly Board meetings.
 - a. Should an elected or appointed Student Senator also be a seated voting Board Director, they will serve in their full capacity as a voting Director of the Board.
12. The Senate Representatives shall serve as a member of the Student Senator Council, a joint committee of GSA and BUSU Student Senator Representatives and attend mandatory monthly meetings prior to the Senate meetings.
13. The Senate Representative shall attend GSA Annual and Special General Meetings, normally held in the Fall and Winter terms.
14. The Senate Representatives shall submit a joint written report to the President and Executive Director one week prior to the monthly Board meeting on Senate affairs that impact graduate students directly, and any Senate sub-committees they may be appointed to serve on.
15. The Senate Representatives shall seek information and direction from the Executive and Board regarding upcoming and current Senate proposals.
16. The Senate Representatives shall submit a joint written annual transition report prior to the end of their term to pass on their knowledge and contacts to the next incoming Senate Representatives.



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17. The Senate Representatives shall perform other duties as may be determined by the Board and Executive committee.