



Brock University Graduate Students' Association

Document 056B

The Graduate Students' Association Student Life and Equity Committee Policy

Name:

1. This Document shall be referred to as the "Student Life and Equity Committee Policy".

Function and Purpose:

2. The Student Life and Equity Committee ("the Committee") is a standing committee of the Board of Directors ("the Board") under Document 050 and is responsible for assisting the Board in fulfilling its oversight responsibilities in relation to overall management and direction for the Graduate Students' Association ("GSA"), as well as providing goal setting, general support and guidance.

Composition:

3. The Committee shall be comprised of the following
 - i. Vice President, Student Life and Equity ("VPSLE"), or their designate
 - ii. a minimum of two (2) to a maximum of three (3) Board Directors;
 - iii. a minimum of two (2) to a maximum of three (3) Graduate students-at-large;
 - iv. Executive Director, or their designate, as resource only;
4. Student-at-large Committee members, as defined by Document 050, shall be appointed by the Board upon the recommendation of the Executive Committee.

Committee Leadership:

5. The Committee shall be chaired by the VPSLE, or their designate.
6. The VPSLE shall be responsible for:
 - a. Calling all meetings of the Committee, including scheduling of Committee meetings with assistance from staff;
 - b. Reporting to the Board, on behalf of the Committee;
 - c. The general operation, and oversight of the Committee, on behalf of the Board;
 - d. Assisting in supporting the distribution of all relevant information pertaining to Committee business to members of the Committee in advance of any meetings
 - e. Ensuring the Committee remains focused on its agenda and responsibilities as outlined in this policy and any other relevant legislation.

Committee Responsibilities:



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7. The Committee shall be responsible for:

- a. providing the VPSLE with guidance and feedback on the creation of events, activities, campaigns or safe spaces that aim to foster greater and positive communication, connections and unity among marginalized and equity-seeking groups
- b. providing guidance and feedback on events, activities, campaigns or safe spaces that promote positive communication and connection between student affairs and student-service related matters within Brock University, and the graduate cohort at-large.
- c. assist in developing and/or monitoring short and long-term student life and equity goals of the GSA; and
- d. performing such other duties as assigned from time-to-time by the Board, by bylaw, resolution, or policy.

Committee Actions:

8. All decisions made by the Committee shall be in the form of recommendations to the Board. Recommendations for action must be presented to the Board of Directors for approval unless specified elsewhere in policy or approved through a relevant motion by the Board of Directors.
9. A simple majority of fifty percent plus one (50%+1) shall be required for the approval of any items at the Committee level.

Meetings:

10. The Committee will meet at least once per month, or more frequently if required.
11. Should the Chair be unable to attend a meeting of the Committee they may designate a representative to conduct the meeting in their place.

Attendance:

12. All Committee members must follow the attendance requirements stipulated for members of the Board and outlined in relevant GSA legislation, whereas failure to abide by these requirements shall result in the removal from the Committee.

Quorum:

13. A simple majority of fifty percent plus one (50%+1) of the Committee members shall form a quorum for the transaction of business. No business shall be transacted at a Committee meeting unless a quorum is present.

Vacancies:



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14. Vacancies on the Committee shall normally be filled within one month of the vacancy.
15. Resignation(s) shall be directed to the Chair or the Executive Director and must be received via email or other writing. The Board shall be notified of the resignation.
16. Vacancies shall be filled in accordance with the GSA Legislation and shall be ratified by the Board at the next regularly scheduled meeting.

Resources and Support:

17. The Executive Director shall assign resources to support the Committee as needed or requested.

Reporting:

18. The Committee is directly responsible to the Board. The Executive lead will include an update on committee activities in their regular report to the Board.

Term of Office:

19. The term of office for all Committee members, is for a period of one (1) year, running from May 1st until April 30th the following year.