

Internal Regulations of Representation and Advocacy

Updated as of 2025-01-16





Association étudiante de l'Université McGill

Située sur les territoires traditionnels des collectivités Haudenosaunee et Anishinaabe.

Students' Society of McGill University

Located on Haudenosaunee and Anishinaabe, traditional territories.

(514) 398-6800 | ssmu.ca | 3600 rue McTavish, Suite 1200, Montréal, QC, H3A 0G3

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INTERNAL REGULATIONS OF REPRESENTATION AND ADVOCACY-01: SSMU REPRESENTATION ON UNIVERSITY COMMITTEES

1. Appointment

1.1. Authority

The Vice-President (University Affairs) appoints students to University committees, and any ad hoc working groups, advisory boards, or other bodies created by the University.

1.1.1. The Vice-President (University Affairs) will give preference to student Senators and those most impacted by the subject matter of the University committee, if applicable.

1.1.2. The Vice-President (University Affairs) will consider diversity of student voices when selecting appointees to University committees.

2. Meeting Attendance

Student appointees should attend the majority of committee meetings, and should communicate absences to the chair of the committee.

3. Removal

If a student appointee is failing to meet section 2, they may be removed at the discretion of the Vice-President (University Affairs).

4. Reporting

4.1. Accountability

The Vice-President (University Affairs) will solicit an end-of-year report from student appointees after March 1st and at least a month before the end of the academic term.

4.2. Request for Reports

Student appointees may be asked to present the committee's work to a meeting of the Senate Caucus.



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INTERNAL REGULATIONS OF REPRESENTATION AND ADVOCACY-02: ACADEMIC RIGHTS

1. Responsibilities

The Vice-President (University Affairs) will:

- a) solicit academic concerns from SSMU members and will advocate for their interests to the University.
- b) consult regularly with faculty associations on academic concerns.
- c) Answer questions about University academic policies.

1.1. 'Know Your Rights' Campaign

In collaboration with the Student Rights Researcher and Advocacy Commissioner, the Vice-President (University Affairs) will hold a semesterly 'Know Your Rights' campaign with a goal to increase awareness of academic rights and McGill governing documents among the undergraduate body.

INTERNAL REGULATIONS OF REPRESENTATION AND ADVOCACY-03: SENATE

1. Voting Privileges

The Student Senators will be the voting members of the Senate Caucus.

2. Communication to McGill University

The Vice-President (University Affairs) will give the names and emails of student senators to the McGill Senate.



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INTERNAL REGULATIONS OF REPRESENTATION AND ADVOCACY-04: SENATE CAUCUS

1. Purpose

The purpose of the Senate Caucus is to serve as a forum for collaboration and consultation of the Student Senators on university affairs and issues before the Senate.

2. Responsibilities

2.1. Student Senators

Student Senators will solicit the opinions of their faculty or school association on academic matters, and will communicate these to the Senate Caucus.

2.2. Committee Participation

Barring exceptional circumstances, Student Senators will sit on at least one University Committee.

3. Membership

The membership of the Senate Caucus shall consist of: thirteen (13) Student Senators; the University Affairs Secretary General (non-voting); and the Macdonald Campus Student Society (MCSS) student Senator (non-voting).

3.1. Faculty Senators

The SSMU will solicit two student senators from the Arts Undergraduate Society, and one student senator from each undergraduate society representing the following faculties or schools: Science, Engineering, Management, Education, Medicine, Law, Arts and Science, Nursing, and Music.

3.2. Chair

The Vice-President (University Affairs) is chair of the Senate Caucus, the President is the vice-chair, and the University Affairs Secretary General is the secretary.



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3.3. Communication

Appointments from each faculty must be made by writing to ua@ssmu.ca by July 1st or the seat will be declared vacant.

3.4. Publication

The Vice-President (University Affairs) shall publish the list of Senators and student appointees for committees.

4. Procedures

4.1. Resignation

A member of the Senate Caucus may resign by informing the Secretary, or in the absence of a Secretary, the Chair, in writing.

4.2. Removal

A member of the Senate Caucus may be removed by majority vote of the Caucus.

4.3. Replacement

When a seat is vacant, the relevant faculty undergraduate society will be informed in writing and will have 30 days to appoint a replacement. In the event that no name is received, the SSMU will appoint a replacement, coming from any faculty.

5. Meetings

Meetings of the Senate Caucus shall take place at least every second (2nd) week, including each week preceding meetings of the Senate and Joint Senate-Board meetings, and shall be open to the public except in the case of confidential sessions.