

Board of Governors Student Member



NOMINATION PACKAGE 2019

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Notice of Nominations

Nominations for one Red Deer College's Board of Governors Student Member are now open. Members of the Students' Association of Red Deer College are welcome to submit a nomination form to the Association's Governance Coordinator at the SA office, and the Association's Council will interview successful candidates. Nominations will remain open until the position is filled.

Note: The Governance Coordinator, Janelle Grue, will provide you with interview details, such as specific interview times, after your nomination package has been reviewed and approved.

Questions about the Board of Governors Student Member position?

Please contact the Association's Governance Coordinator if you have any questions regarding general information about the nomination process and/or the Board of Governors Student Member position.

Janelle Grue

Email: janelle.grue@rdc.ab.ca

Office Line: 403-356-4964

Office Hours: M-F, 8 am to 3 pm

Preamble

Red Deer College's Board of Governors is the highest governing body at the institution. Established under the Post-Secondary Learning Act (PSLA), the Board manages and operates the College. It consists of 12 members that include two student members, college administrators, faculty members, and community members.

The Board of Governors meets **once a month** and have other obligations beyond meetings.

As a Board of Governors Student Member, your responsibility will be to offer a student perspective to Board proceedings.

In addition to your Board of Governors responsibilities, you will be expected to:

- Provide a verbal and written report to the Students' Association's Council after a Board of Governors public meeting;
- Submit discussion topics to the Association's Governance Coordinator for inclusion on the Council agenda as needed;
- Submit an end-of-term report to Council as per policy;
- Act as a liaison with the Board of Governors and have regular meetings with Association's Executive Council;
- Be a Member of the Students' Association of Red Deer College; and
- Be invited to attend Council meetings as an ex-officio and may actively participate in Council discussions.

Eligibility

All Members of the Students' Association are eligible to be nominated as a Board of Governors Student Member.

Members seeking a Board of Governors Student Member position must complete and submit the necessary documentation to the Association's Governance Coordinator as per the following and as per Association Policy.

Completed Nomination Forms:

- Twenty (20) signatures and corresponding valid Student ID numbers of current Association Members, excluding the nominee.
- The Nominee's name, student ID number, contact information, and signature.
- Date of nomination.

Proof of enrolment at the time of nomination.

A cover letter, resume, and 150-word biography.

Upon receipt of the nomination package and approved eligibility, nominee information will be passed on to Council for the interview process.

The following pages should be completed, detached, and submitted to the Governance Coordinator. You may keep the remainder of the package for reference, as well as the following checklist. It is the responsibility of the candidate to submit all required documentation.

Checklist

By the close of nominations:

	Nomination Form Completed: 20 Signatures and ID Numbers, Candidate Name, Candidate ID Number, and Candidate Contact Info,
	Proof of Fall Enrolment letter from the Registrar dated between September 4 and 26.
	Cover Letter and Resume
	150-word candidate biography completed.
	Nomination Package and documentation submitted to the Governance Coordinator by deadline.

Nomination Form

CANDIDATE INFORMATION – please print clearly

NAME:	Phone #:
EMAIL:	Student ID #:

Signature of Candidate

Date

Acknowledgement of Receipt *FOR SA STAFF USE*

Received by:	
Date:	

We, the undersigned, do hereby nominate _____ (name of nominee), who has met the eligibility requirements as per Association Bylaws & Policies, to fill a position of the Board of Governors Student Member.

Please Print Clearly

	FIRST & LAST NAME	STUDENT ID #	SIGNATURE
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