

**PROPOSED AMENDMENTS TO THE CONSTITUTION  
OF THE STUDENT LIFE CENTRE COUNCIL  
As approved by JDUC Council, March 10, 2011**

Context

Prior to the opening of the Queen's Centre (QC) a decision was reached that the additional student life space in the QC would fall under the general operating and management guidelines and policies of the JDUC Council. This decision,



## **2. PURPOSES OF THE SLC**

The central purposes of the SLC, as a student-centred community centre, shall be:

1. To remember and honour the members of the Queen's community fallen in war and, further, to acknowledge and celebrate the rich history and traditions of the University and its students, faculty, staff and alumni in their pursuit of the essential values of intellectual integrity, freedom of inquiry and the exchange of ideas, and the equal dignity of all persons;
2. To provide formal and informal gathering places for, and foster communication among and between, students, faculty, staff and alumni;
3. To offer a home to student governments, faculty societies, student clubs and organizations and the associated opportunities for self-directed programs and services;
4. To stimulate and facilitate cultural, educational, recreational and social programs that support the missions of student governments and the University; and
5. To house student, university and commercial services that meet the needs of students, faculty, staff and visitors and contribute to the vitality of the Centre.

## **3. STUDENT LIFE CENTRE COUNCIL**

### **a. Responsibilities**

Reporting to Queen's University Senate, the Student Life Centre Council shall be responsible for the governance and oversight of the SLC, including:

1. Advancing the mission and purposes of the SLC as a student-centred community centre;
2. Developing, approving and implementing long-term plans;
3. Providing overall direction for the SLC's program and program objectives, which are the events and activities endorsed by the ma



#### **4. EXECUTIVE COMMITTEE**

##### **a. Responsibilities**

Accountable to the Student Life Centre Council, the Executive Committee shall be responsible for:

1. Communicating matters of importance to the Council;
2. Preparing agendas and carrying forward any agenda items for meetings of the Council;
3. Setting the schedule of Council meetings for the year, including additional meetings of Council as deemed necessary;
4. Undertaking such other tasks as may be referred to it from time to time by the Council;
5. Empowered by Council to undertake decisions in the summer months.
6. On advice of the Student Centre Officer serve as the first avenue by which to discuss disagreements and disputes arising from the Operations and Management agreement.

##### **b. Membership**

The Executive Committee shall comprise five members:

- Dean of Student Affairs
- AMS Student Centre Officer –non-voting resource member
- Facility Manager – non-voting resource member
- President, AMS
- President, SGPS

##### **c. Chair**

The chair of the Executive Committee shall be one of the members on a rotating annual basis.

##### **d. Meetings**

The Executive Committee shall meet two weeks before each Council meeting to set the agenda, as well meet in either July or August as required.

#### **5. AMENDMENT**

Council may, upon approval of eight members recommend amendments to the Constitution of the Student Life Centre to Queen's University Senate, provided there is representation from all Parties present. At least thirty days' notice shall be given to Council of any proposed amendment.

**CONSTITUTION  
OF THE JOHN DEUTSCH UNIVERSITY CENTRE**

**As approved by JDUC Council, November 5, 1998 and Senate April 22, 1999**

**PREAMBLE**

The John Deutsch University Centre is a student-centred community centre dedicated to enhancing the quality of student and campus life and to fostering a spirit of discovery. Its essence is students, faculty, staff and alumni gathering, celebrating, talking and learning. Envisioned and established, on behalf of these constituencies, as a partnership between the Alma Mater Society, the Society of Graduate and Professional Students and Queen's University, and built on the foundations of the Students' Memorial Union, the JDUC takes pride in a tradition of shared and autonomous governance.

The AMS, the SGPS and the University are committed to the JDUC as integral to the missions of both student government and the University and to the vitality of the broader learning environment. Underlying the commitment to a *community*



15. evaluating periodically the JDUC's mission and Council's performance, role and composition, and making recommendations, as required, for their renewal.

## **Membership**

Council shall comprise fourteen members:

### *Ex-officio*

- Dean of Student Affairs
- Director, JDUC
- President, AMS
- President, SGPS
- Vice-President (Operations), AMS
- a Vice-President of the SGPS

### *Appointed*

- one alumnus appointed by the Alumni Association (three-year term, renewable once)
- one faculty member appointed by the Senate (three-year term, renewable once)
- one staff member appointed by the Senate (three-year term, renewable once)
- two persons, at least one of whom must be a student, appointed by the AMS Board of Directors (two-year term)
- three students at large, two undergraduates and one graduate, appointed by the Senate (staggered two- or three-year terms, renewable once subject to students' circumstances)

The terms of the alumnus, faculty and staff members shall be staggered in order that only one of the three will be renewed or replaced in any given year.

Terms of office shall begin on May 1 and end on April 30.

## **Chair and vice-chair**

Council shall select from its appointed members a chair and vice-chair to serve for staggered two-year terms.

## **Meetings**

Council shall normally meet five times per year, in May or June, September, November, January and March.

## **Quorum**

Quorum for meetings of Council shall be seven members, at least four of whom must be students.



**By-laws**

Council may, upon approval of a double two-thirds majority, i.e., two-thirds of student members present and two-thirds of all members present, enact and repeal by-laws respecting its conduct and rules of order, the JDUC's cost-sharing formula and all such matters within its responsibility.

**Committees**

Council may establish ad hoc and standing committees to carry out defined tasks, and shall prescribe the responsibilities, membership and terms of any such committees.

**EXECUTIVE COMMITTEE****Responsibilities**

Accountable to the John Deutsch University Centre Council, the Executive Committee shall be responsible for:

1. advising the Director on management and operational issues;
2. preparing agendas for meetings of the Council;
3. conducting annual performance reviews of the Director;
4. establishing the committee to advise the 4.

2. providing leadership to the JDUC;
3. ensuring that the mission of the JDUC is carried out to a high degree of quality;
4. initiating, and participating in, long-term planning;
5. proposing, developing, implementing and evaluating programs and services consistent with the mission and long-term plans of the JDUC;
6. managing space allocation;
7. managing common areas and rooms;
8. overseeing the maintenance of the JDUC's physical plant, ensuring the integrity of the building and building systems, and the health, safety, security and comfort of building occupants and users;
9. identifying priorities for capital renewal;
10. developing and administering policies and regulations for the operation and use of the JDUC;
11. producing, and ensuring implementation of, annual plans and the capital, operating and reserve budgets;
12. maintaining accounts and records;
13. arranging for audits, as required, of the JDUC's financial statements;
14. negotiating and administering all contractual agreements into which the JDUC may enter;
15. planning for and managing the human resources of the JDUC;
16. ensuring that the JDUC operates within general University policies and procedures and within all relevant municipal, provincial and federal statutes;
17. consulting routinely with the JDUC's partners, Queen's departments and organizations and external agencies;
18. proposing, developing, implementing and evaluating the JDUC's public relations and communications; and
19. reporting regularly to JDUC Council.

### **Terms of Employment**

The Director shall be an employee of the University and have a reporting relationship to the Dean of Student Affairs. S/He shall hold a five-year appointment, subject to renewal upon review.

### **AMENDMENT**

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