

Student Group Policy

1) Student Groups

- a. A student group is a group of students within the Faculty of Law that work together in order to achieve a common aim. They either;
 - i. register under Student Group Services at the U of A; or
 - ii. operate under the Law Students' Association.
- b. The Law Students' Association ('the Association') is a Student Group registered under Student Group Services at the U of A.
- c. It is recommended that Student Groups register under Student Group Services at the U of A.
- d. The only Student Groups that formally operate under the Law Students' Association are the Articling Committee and the Grad Committees.

2) Student Group Grants

- a. The Association may set aside a portion of its budget to fund General Student Group Grants throughout the year and shall use the following process to allocate General Student Group Grants.
 - i. The Executive shall pass a budget which incorporates a specific amount of funding set aside for General Student Group Grants.
 - ii. The VP Community shall determine how many General Student Group Grant cycles there will be over the course of the year.
 - iii. The VP Community shall announce the opportunity for Student Group to apply for Student Group Grants at least one week in advance of the application process opening up. This announcement must also explain;
 - A. how much grant funding is available in total;
 - B. how the applications are vetted; and
 - C. when applications open and close.
 - v. The VP Community shall accept Student Group Grant applications for at least a two week period.



- vi. In order for a Student Group Grant application to be considered complete, it must include the following;
 - A. A requested amount of grant funding;
 - B. A description of the grant funding's use for event(s), program(s), or initiative(s);
 - C. The current club bank account balance; and
 - D. The name of the current club bank account.
- vii. The VP Community and VP Finance shall review the applications that have been submitted and are complete by the deadline. They shall assess the applications' quality, feasibility, and impact and share this assessment with the Executive.
- viii. The Executive may review the applications and the assessment created by the VP Community and VP Finance. They may then individually rank the applications based on their quality, feasibility, and impact.
 - A. An Executive shall abstain from voting for an application if;
 - 1. A LSA Executive is also an Executive of a student group that submitted a Student Group Grant application; or
 - 2. A LSA Executive helped develop a Student Group Grant application submitted by a Student Group.
- ix. The VP Community and VP Finance shall allocate the grant funding based on their assessment of the applications' quality, feasibility, and impact and the Executive's ranking.
 - A. The VP Community and VP Finance may also account for the amount of Student Group Grant funding that the applicant has received in recent years in their decision-making process.
 - B. The VP Community and VP Finance may allocate the full requested amount, a partial amount, or no amount to an applicant.
- ix. The Executive must approve this allocation by passing an Executive Resolution.

- x. Within two weeks of the application deadline, the VP Community shall communicate to all applicants the successful and unsuccessful Student Group Grant applications.
 - xi. Within one week of the application deadline, the VP Finance shall make funds available to the successful applicant Student Groups.
 - b. The Association may set aside a portion of its budget to fund Justice, Equity, Diversity, and Inclusivity Student Group Grants throughout the year and may reflect the above process to allocate General Student Group Grants. However, in this process the VP JEDI should fulfill the place of the VP Community. Additionally, an existing bank account is not required for these applications. The grant funding can be provided based on a reimbursement basis.
 - c. The Association may set aside a portion of its budget to fund New Student Group Grants throughout the year and may reflect the above process to allocate New Student Group Grants. However, an existing bank account is not required for these applications. The grant funding shall be provided based on a reimbursement basis. Student Groups with an existing bank account are not eligible for these Grants.
- 3) Student Group Executive Elections
- a. Student groups within the Faculty of Law may use their own appointment or election process to establish a Student Group Executive.
 - b. The Association shall run the elections for only the following Student Groups;
 - i. Each year's Grad Committee, elected alongside the Spring Executive election cycle;
 - ii. Each year's Articling Committee, elected alongside the Fall 1L-Representative election cycle; and
 - ii. Any other Committee as required by the Law Faculty Council.
- 4) Student Group access to Law Students' Association Office
- a. The Association may allow Student Group's to host meetings or events in the Law Students' Association Office.
 - b. The Association may allow Student Group's to store their equipment within the Law Students' Association Office, so long as it is for a time-limited period.



- c. The Association may clean out their office and any equipment left inside at the end of each Academic year. Any unclaimed equipment can be thrown out, so long as this clean-out process is communicated to all Student Groups in March.

5) Policy Review Timeline

- a. This policy shall be reviewed within the 2024-2025 academic year.

Appendix: Timeline

Applications announced	At least 7 days after the announcement, applications open	At least 14 days after applications open, applications close	At most 14 days after applications close, applications selected and announced	At most 7 days after applications are announced, Funds are made available
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Policy approved during the August 9, 2023 LSA Executive Meeting via Executive Resolution