

External Relations Policy

G-11

LONG TITLE	External Relations Policy	DATE OF ENACTMENT	26 September 2022
		LAST AMENDED	January 2026
REFERENCE No. CROSS-REFERENCE.	G-11	NEXT REVIEW	January 2030
CATEGORY	Governance	COMPETENT CHAMBER	Bicameral

MANDATE

This Policy shall govern the External Relations and Affairs conducted by CUSA.

INTERPRETATION

Definitions

1 In this Policy, the following definitions shall apply:

“external organization” means an organization outside of this Association that is focused and centred on student unionism and advocacy, as regulated by this Policy;

“external Carleton organization” means an external organization that is a student group at Carleton University;

“partnership” means a formal relationship between the Association and an external organization

“representative” means a person so commissioned to represent the Association to an external organization

“student-at-large” means a Carleton University undergraduate student enrolled in courses in the current or most recent Fall or Winter semester;

“Student Union” means an organization similar in principle to that of this Association, namely an organization that represents postsecondary students at a recognized educational institution other than Carleton University; and

“MOU” or “Memorandum of Understanding” means a document outlining a mutual agreement between two or more parties, often as a precursor to a formal, legally binding contract.

Presidential Role in Formation of Relationships

2 (1) The President shall have the power to establish a partnership with an external organization, provided that such an agreement is joined by a written Memorandum of Understanding (MoU). The MoU shall be presented for ratification by the Board for formal approval before the partnership is acted upon and before the MoU is signed.

(2) Any signed MoU shall be presented to Council in-camera at the next available council meeting, with any MoU involving any non-financial in nature initiative requiring ratification from Council before further establishment of the partnership.

(3) Council may, on their own initiative, or the recommendation of a representative, establish a partnership with an external organization.

3 The President may act as a representative empowered and entrusted to make preliminary decisions on the behalf of the Association at times where specific orders or instructions are infeasible or inadvisable.

Ideal External Partners

4 This Association should seek to join with external organizations that, *among other things*:

- (a) are prominent Student Unions or external Carleton student organizations;
- (b) share the mission, vision, values, and mandate of the Association;
- (c) are democratic in character and would include a fair representation of the Association and students at large in its decision-making bodies;
- (d) allow organizations comprising their membership or partnerships, including this Association, to freely and without undue burden, join and leave.

Representative to External Organizations

5 For organizations which are external Carleton student organizations, the primary representative shall be the CUSA President, or designate.

- (a) namely the Rideau River Residence Association (RRRA); the Carleton Academic Student Government (CASG); the Graduate Student Association (GSA); and the faculty-level societies, as many as exist.¹

6 For organizations which are the governing bodies of the University and any bodies which flow from their authority, by law, the primary representative shall be the CUSA President, or designate.

- (a) Namely, the University Senate, Board of Governors, and Committees.

7 For organizations which are formal organizations or alliances that join student unions together as their membership, for the purposes of general advocacy, the primary representative shall be selected by Council.

- (a) Namely, the Canadian Federation of Students (CFS), the Ontario Undergraduate Student Alliance (OUSA), or Canadian Alliance of Student Associations (CASA).

¹ At time of last amendment, the Sprott Business Students' Society (SBSS); the Carleton Science Student Society (SciSoc); and the Carleton Student Engineering Society (CSES).

8 For any and all leadership conferences or development summits, the primary representative shall be the CUSA President and/or optionally any other member(s) of Executive Council.

(a) Namely, Student Union Development Summit, the Canadian Organization of Campus Activities, or any other conferences or development summits.

9 For any and all Governments in Canada, including Federal, Provincial, municipal, and Indigenous leadership, the primary representative shall be the CUSA President, or designate.

10 For any other organizations, the primary representative shall be selected by Council.

11 For matters involving clubs, or club representation, the primary representative shall be the Vice President Internal, the Student Groups Administrator, or any other designate approved by Clubs Oversight Commission.

Supremacy of CUSA Bylaws

12 No partnership, nor any of the contracts or agreements made under a partnership between this Association and an external organization, shall be valid if such agreements or external governing documents have binding authority above the power of the *Bylaws* or other foundational governing documents of the Association.

Other Representatives

13 The Association shall appoint a representative or representatives to every external organization, where representatives from this Association are so welcomed.

14 (1) Except where otherwise provided by this Policy, any other representatives shall be elected or confirmed by Council.

(a) The President, Executive Council, or any committee may put forth a recommendation, but CUSA Council reserves the right to appoint an alternative.

15 (1) For any section where the representative is declared as "President, or designate" it may be by decision of the President, or in the case of absence of the President a vote of Executive Council:

(a) the President;

(b) a Vice President; or

(c) the Executive Director.

16 (2) If, in the cases laid, the President or Executive Council wish to designate outside the listed roles, the designate would require the approval of Council.

ad hoc envoys

17 (1) The Executive Council may appoint, from time to time, an *ad hoc* representative or representatives to an external organization not enumerated in this *Policy*, who may be commissioned to liaise with any external organization on any specifically identified task.

(2) Such *ad hoc* representatives shall be commissioned for not more than thirty days, extendable by Council.

(a) If a representative's commitment would foreseeably pass thirty days, it should be appointed by Council, and this clause should only be used in situations where the term is less than thirty days.

Limitations

18 A representative must be either:

- (a) a student-at-large; or
- (b) hold an office in this Association.

19 Representatives shall be bound and enjoined by the orders and instructions duly given by Council.

Reporting

20 A representative shall report to Council their findings on the actions and activities of the organization at the subsequent Council meeting.

21 A list of all external representatives to outside bodies shall be kept by the Vice President Internal in a public registry on the CUSA website.

SCHEDULE OF AMENDMENTS

DATE AMENDED	MOVED	SECONDED	SUMMARY
14 Sept. 2022			Adopted by the CPRC. First Ass'n. Policy regulating relationships with external organizations.
29 Sept. 2022			Adopted by Council.
January 2026			Adopted by Council. Revised to heavily streamline wording and definitions while preserving operations.