

BY-LAW NO. 3

A By-Law relating generally to the
President's Advisory College Council
(the "PACC")

of

THE ST. LAWRENCE COLLEGE OF APPLIED ARTS AND TECHNOLOGY
(the "College")

BE IT ENACTED as a By-Law of the College as follows

PREAMBLE

This By-Law establishes the structure, composition, terms of reference and procedures for the PACC in compliance with the Governance and Accountability Framework Minister's Binding Policy [Directive](#).

1. Definitions and Interpretations

In addition to the words defined elsewhere in this By-Law, the Definitions and Interpretations outlined in By-Law No. 1, Section 1.1 (Definitions) shall carry the same meaning within this By-Law No. 3.

This By-Law shall be, unless the context otherwise requires, construed, and interpreted in accordance with the following:

- a) save as aforesaid, words and expressions defined in OCAATA have the same meanings when used herein;
- b) words in the singular include the plural and vice-versa and words in one gender include all genders and words importing persons include individuals, corporations, partnerships, trusts, and unincorporated organizations; and,
- c) the headings used in the By-Law are inserted for reference purposes only and are not to be considered or taken into account in construing the terms and provisions thereof or to be deemed in any way to clarify, modify, or explain the effect of any such terms or provisions.

2. Terms of Reference

- a) The PACC reports to the President and provides a means for staff and students of the College to offer advice and feedback on matters of importance to them, including:
 - i) Student life/services;

- ii) College services;
 - iii) Technology integration;
 - iv) Campus sustainability matters;
 - v) Broad College system issues;
 - vi) College promotion; and
 - vii) Educational services.
- b) The mandate of the PACC shall be as follows:
- i) To promote communication and consultation and demonstrate the values of the College;
 - ii) To represent the College community and include representative from the Students, Academic Staff Members, Administrative Staff Members, and Support Staff Members; and
 - iii) To be a forum for receiving input/feedback and forwarding the input and feedback, along with any PACC recommendations, to the appropriate decision-making body within the College (i.e. Deans' Council, Academic Council, CLT, CET).

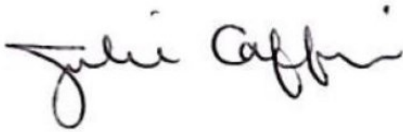
3. Structure, Composition and Meeting Procedures

- a) The PACC shall be composed of all Students and Staff members of the College, who may meet as smaller committees of the PACC.
- b) Student PACC committee meetings shall be held at least three times per academic year and staff PACC committee meetings shall be held at least three times per academic year. Meetings may also be held through virtual means if required.
- c) The President shall attend each committee meetings in order to provide Students and Staff members with the opportunity to consult directly with the President and provide input on the matters set out in Section 2.a) above.
- d) Meetings of the committees of the PACC may be virtual or in person.
- e) All meetings of the committees of the PACC shall be recorded and available on the website of the College so that Students and Staff, as applicable, can submit feedback and questions within a fixed period of time following each meeting.
- f) After each committee meeting, a report of the meeting shall be circulated through electronic means and/or included in the College newsletter or appropriate channel.
- g) An annual summary of the PACC reports shall be included in the College's annual report and provided to the Board at each June meeting.

4. By-Laws

- a) This By-Law shall be accessible to the public and available free of charge on the College's website.
- b) A By-Law or an amendment to a By-Law passed by the Board shall have full force and effect from the time of the Board resolution or from such future time as may be specified in said Board resolution.

Enacted by the Board on this 19th day of September 2023.



Julie Caffin
Chair of the Board



Glenn Vollebregt
President & CEO