

The Role of AUGSA Vice President (Academic): What You Need to Know Before Running

According to the AUGSA bylaws, the job requirements of the AUGSA VP Academic are as follows:

The Vice President (Academic) shall be responsible to the Association for the following:

- a) Representing the Association at all committees of an academic nature that the Association is an ex-officio member of or is otherwise granted a seat;
- b) Representing graduate students on, or appointing an active member to, the General Faculties Council;
- c) Representing student concerns of an academic and non-academic nature to the institution;
- d) Completing other tasks or projects assigned by the Executive Committee or Council;
- e) Reporting their activities to the Executive Committee on a regular basis; and
- f) Presenting an Executive report on a monthly basis at a Council meeting on portfolio activities.

Beyond the bylaws, the AUGSA VP Academic must:

- Be prepared to be accessible to students by phone, email, and social media such as Facebook, Twitter, and LinkedIn.
- Participate in Executive Transition in Edmonton after election, General Faculty Council, General Faculty Council Executive, Student Awards Committee, Student Academic Appeals Committee, and several other AU committees as the graduate student association representative. These meetings happen during business hours, so you must have a flexible schedule. In a typical month, you can expect 6 – 20 hours of committee meetings during business hours.
- Be a team player.
- Be a part of making governance decisions for AUGSA.
- Service on AUGSA committee that interest you.
- Participate in projects that come up. This is an area that lets you use your skills (or gain new ones).
- Report activities to council on a monthly basis for transparency, review, and for support and ideas.
- Advocate to different university bodies on behalf of students. This can range from finding out policies, helping a student through a bureaucratic tangle, finding out why things are done in specific ways or trying to help a student through a troubling situation. This area is a difficult one for which to provide a time estimate. There is typically one concern per month that gets looked at, but the time taken per concern varies wildly and concerns may be time sensitive.
- Respect confidentiality. Students may approach the VP Academic with sensitive concerns. The VP Academic must respect their confidence and not spread their information without their permission.
- Spend at least 40-85 hours each month dedicated to all responsibilities.

Serving as the AUGSA VP Academic is a fun and rewarding experience, a great way to give back to the university community, and an excellent opportunity to gain new skills. All meetings are conducted via teleconference, so this position can be completed from anywhere as long as you have good Internet service.

If you have questions on this role or would like to see past monthly reports of the AUGSA VP Academic, feel free to contact Ross Tyson (AUGSA Executive Director) at ed@augsa.com. Thanks for considering running for an AUGSA Executive position, and best of luck!